

October 2011 Quarterly Report

City of Eureka



Public Works and Building Department
BUILDING DIVISION

The 3rd quarter valuation for 2011 of \$4,275,439 is up from last years 3rd quarter total of \$2,890,483. The Building Division issued 261 permits for the quarter. Staff conducted approximately 715 inspections, 60 plan reviews, and investigated 64 new code enforcement complaints. During the quarter 14 code enforcement cases were resolved.

Permit Type Totals			
	No. of Permits	Valuation	Fees
Commercial	2	\$860,197.00	\$13,252.00
Demolition	0	\$0.00	\$0.00
Duplex	0	\$0.00	\$0.00
Electrical	25	\$0.00	\$2,486.00
Fire Alarm	0	\$0.00	\$0.00
Fire Sprinkler	1	\$33,000.00	\$906.00
Grading	0	\$0.00	\$0.00
Improvement Commercial	45	\$2,028,129.00	\$37,780.00
Improvement Residential	61	\$515,892.00	\$20,433.00
Mechanical	19	\$30,000.00	\$1,743.00
Misc.	0	\$0.00	\$0.00
Multi-Family	0	\$0.00	\$0.00
Plumbing	29	\$950.00	\$2,459.00
Residential Addition	2	\$60,743.00	\$3,992.00
Reroof Commercial	16	\$251,945.00	\$5,202.00
Reroof Residential	58	\$483,533.00	\$12,303.00
SFD	0	\$0.00	\$0.00
Signs	3	\$11,050.00	\$1,028.00

Quarter Summary					
	July	August	September	Quarter Totals	Last Years Totals
Permits ISSUED	75	83	103	261	280
Permits FINALED	49	56	67	172	186
Valuation	\$1,596,725.00	\$619,085.00	\$2,059,629.00	\$4,275,439.00	\$2,890,483.00
Inspections Performed	206	265	244	715	712
Plan Reviews	15	23	22	60	64

Code Enforcement					
	July	August	September	Totals	Last Year Totals
Complaints OPENED	16	22	26	64	16
Complaints CLOSED	4	4	6	14	28
Investigation Fees	\$2,984.00	\$816.00	\$2,937.00	\$6,737.00	\$3,267.00

Vacant and/or Boarded Buildings

Vacant and/or boarded building monitoring inspections were conducted in early October in conformance with Eureka Municipal Code § 150.095. Twenty (20) buildings/properties were inspected. Seven (7) property owners took no positive action to improve their property and a monitoring fee of \$200 has been assessed. Eleven (11) owners obtained permits for repairs and those properties are exempt from this quarters monitoring fee and two (2) properties were removed from the list.





915 Del Norte Street
Monitoring Fee Assessed



2442 K Street
Monitoring Fee Assessed



238 W. Grant Street
Monitoring Fee Assessed



428 8th Street
Monitoring Fee Assessed



2325 2nd Street
Monitoring Fee Assessed

COMMERCIAL PROJECTS OF INTEREST

Address	Owner	Type	Valuation
28 5 th Street	Harvey Harper	New Office	\$110,000.00
1911 Truesdale Street	Country Inn	New Restaurant	\$750,197.00
718 3 rd Street	White House Finance	Fire Sprinkler System	\$33,000.00
2830 G Street	Donald Davenport	Second Floor Lift	\$30,000.00
604 F Street	Maria Hall	Change of Occupancy	\$200,000.00
25 Waterfront Drive	Coast Ostrea Company	Storage Buildings w/out Permits	\$147,571.00
1911 Truesdale Street	County Inn	Foundation Only	\$132,388.00
4 C Street	Eureka Redevelopment	Tenant Improvements	\$100,000.00
2200 Tydd Street	City of Eureka	Foundation Only	\$1,000,000.00
539 G Street	Rynecki & Rynecki LLC	Partial Re-Roof	\$89,229.00

RESIDENTIAL PROJECTS OF INTEREST

Address	Owner	Type	Valuation
2715 J Street	William Ferguson	Porch Addition	\$20,000.00
915 F Street	Randy Carrico	Remodel Per Architect	\$25,000.00
3553 I Street	Charles Tripodi	Addition & Remodel	\$40,000.00
4310 Fairway Drive	Stephen Wolff	Foundation	\$40,000.00
1601 K Street	Thomas Genter	Convert Garage to Dwelling w/out Permits	\$20,000.00
2444 17 th Street	Crystal Robertson	Addition	\$65,044.00
1750 S Street	George Wintersun	Tenant Improvements	\$60,000.00
2734 F Street	Sharalee Wrigley	Remodel	\$50,000.00
2129 Hodgson Street	Peter Santino	Re-Roof	\$23,480.00.00
2012 California Street	Michael Cox	Addition	\$40,780.00

Department and Mission

The Community Development Department is responsible for administering, implementing and enforcing the goals and policies of the City of Eureka's adopted General Plan, its zoning regulations as well as other local, state, and federal land use and environmental regulations.

The Department has five divisions:

- ♦ Administrative
- ♦ Current Planning
- ♦ Long Range Planning
- ♦ Environmental Planning
- ♦ Enforcement

Our mission is to administer and implement the goals and policies of the City Council within the framework of the adopted General Plan.

We strive to promote and encourage comment, understanding, and public interest in the planning process; and to explain the many and varied rules, regulations, policies and procedures in a courteous, knowledgeable and professional manner.

Our goal is to continue to provide exceptional public service even in the face of severe budget constraints.



Congratulations to Community Development Director Rob Wall!

The staff of the Community Development Department are pleased to welcome Rob in his new position as Director. We look forward to working with Rob into the future.

Lisa, Kristen and Lyndon

Spotlight on PALCO Marsh



The Environmental Planning Division of Community Development and the Engineering Department have been cooperatively working toward completion of the PALCO Marsh Enhancement Plan. Environmental Planner Lisa Shikany and Deputy City Engineer Gary Boughton

have been heading up this effort for their respective departments.

One of the largest remaining project elements was installation of a 42-in. "mid-marsh" culvert, which replaces an existing failing 24-in. culvert at the same location. Kernan Construction completed installation of the new culvert in October. In addition, a native vegetative screen was installed where PALCO Marsh borders Del Norte and Felt Streets. Interpretative signage will be created and installed over the coming months.

Over the next few years, we will be monitoring what we expect to be positive changes in the tidal prism, vegetation, and wildlife within the

marsh as a result of the new larger culvert. The coming years will also include ongoing non-native vegetation management activities, which not only will provide natural resource benefits, but will also enhance public safety by increasing visibility in and around the marsh.



Thanks to Gary Boughton for the pictures.

Administrative Division

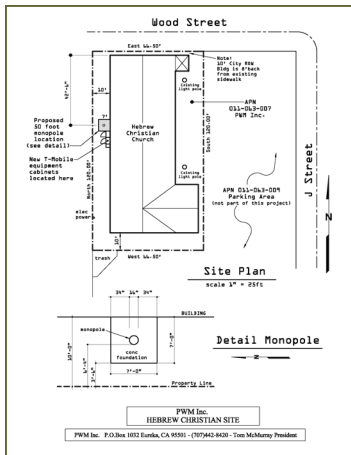
The Administrative Division provides guidance and leadership for, and plans, coordinates, supports and monitors the activities of the Community Development Department.

The Administrative Division provides staff support to boards, commissions, the City Manager and the City Council.

The Administrative Division also provides the administrative support for the entire Community Development Department.



Current Planning Division



The Current Planning Division administers and implements the goals and policies of the General Plan and enforces local, state, and federal zoning and land use regulations including but not limited to the Coastal Act, Subdivision Map Act, and CEQA.

The Current Planning Division reviews all building permits for conformance with zoning and land use regulations, and reviews all business licenses for compliance with zoning regulations.

The Current Planning Division provides in-

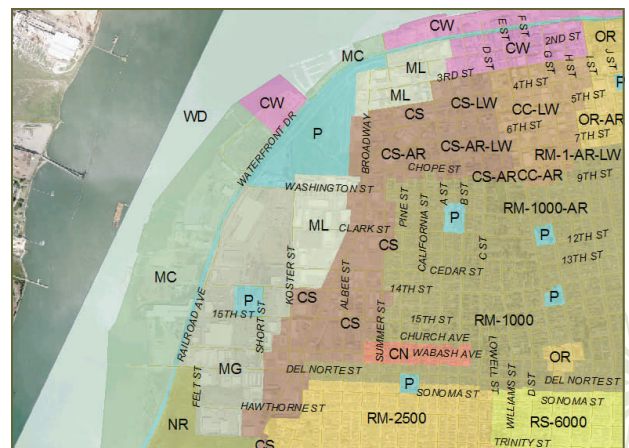
formation services to the public and other city Departments; meets with property owners and applicants to discuss development proposals; conducts Development Coordination Committee meetings; processes all development applications; provide staff support to the Planning Commission; Historic Preservation Commission; Design Review Committee; and, a variety of ad hoc committees; and, nearly all other day-to-day planning related tasks and duties.

Long Range Planning Division

The Long Range Planning Division is responsible for updates and amendments to the General Plan; plan interpretation; ordinance implementation; General Plan compliance and consistency determinations; Housing Element review and updates; grant preparation and support; administration for Long Range City Planning; and, annexations and other City reorganization efforts through LAFCO.

In addition, the Long Range Division is responsible for flood plain management, special land use surveys, studies and reports supporting land use decisions as required.

The Long Range Planning Division also processes City projects such as the Elk River Trail and the Coastal Trail. This Division is involved in the county wide regional Blueprint Planning project.



Environmental Planning Division



The Environmental Planning Division supports the Community Development Department and other City Departments through planning, implementation, management, and monitoring of a variety of complex projects, programs, and activities.

The Environmental Planning Division aids other City Departments in determining project permit requirements, the

environmental review process, and advises on feasible mitigation measures, project management, and compliance monitoring. The Environmental Planning Division completes the environmental work and permit applications, and if appropriate, the grant applications for City projects; and assists in project management, grant funds accounting and mitigation monitoring.

Enforcement Division

The Enforcement Division implements the goals and policies of the General Plan through the enforcement of local Zoning, Land Use, Coastal Zone and Subdivision ordinances. The primary goal of the Enforcement Division is voluntary compliance.

The Enforcement Division oversees, directs and conducts the notification and inspection necessary for abatement of violations in accordance with City policies, procedures and ordinances, and state law.

The division coordinates with other City, local, state and federal regulators on enforcement actions that cross over jurisdictional boundaries.

The Enforcement Division compiles and maintains data and information for all citizen and agency filed complaints, ongoing compliance investigations, abatement proceedings, and violation compliance.



Staff and Contact Information

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Summary of Third Quarter Activity

In the third quarter of 2011, the Community Development Department held 4 public hearings and presented 28 applications to the Design Review Committee, Historic Preservation Commission and Planning Commission for action. The Department also presented a number of reports and applications to the City Council for consideration and action, including the **Medical Cannabis Ordinance Update**.

We reviewed about 50 building permits, issued 21 Home Occupation Permits, and prepared 1 Burn-Down letter. We attended several Community Improvement Team meetings and conducted approximately 17 code compliance inspections.



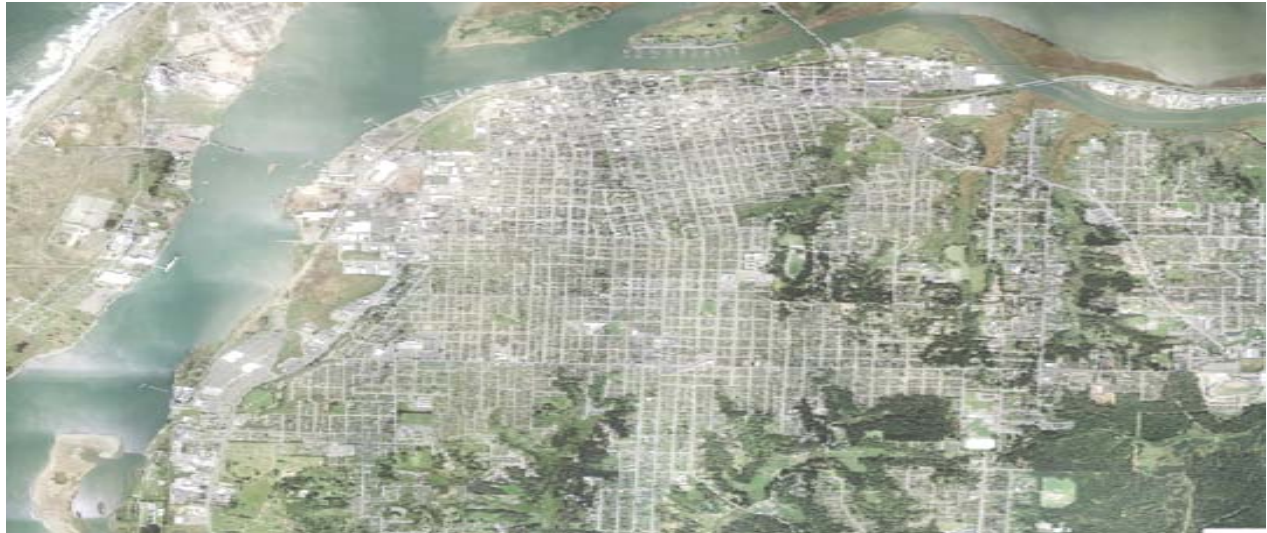
Prioritization

Due to reduced staffing, the Department has had to make a number of adjustments. We no longer have full time administrative support to greet customers who come to the counter or to answer in-coming phone calls, therefore, we must ask customers to ring a bell for service and phone calls are routed to voicemail. We try to return all phone calls within 24 hours.

We are prioritizing projects and enforcement. For projects, we continue to abide by the Permit Streamlining Act for discretionary permits, and we are prioritizing city projects based on such parameters as grant funding deadlines, state/federal directives, and, of course, Council priorities. Regarding enforcement, our priority are those violations that threaten the public health and safety.

Partial list of Projects, Permits and Ordinances that we are working on

- ◊ Montessori School, Cooper Gulch
- ◊ Greenway/Open Space Ordinance
- ◊ Update of the Coastal Zoning Regulations
- ◊ Group Home Ordinance.
- ◊ Design Guidelines
- ◊ Marina Center
- ◊ Sphere of Influence update, LAFCO
- ◊ Elk River Wildlife Trail
- ◊ RCAA Trail Grant
- ◊ County General Plan Update
- ◊ County Housing Element
- ◊ Forster Gill Subdivision
- ◊ Lost Coast Brewery
- ◊ Historic Preservation streamlining
- ◊ Clarke Historic District Formation
- ◊ Martin Slough Interceptor
- ◊ PALCO Marsh Phase 1A
- ◊ Waterfront Drive Extension
- ◊ Waterfront Drive Connection
- ◊ Martin Slough Enhancement
- ◊ Stimulus-Funded Street Improvement Projects
- ◊ PALCO Marsh Properties Vegetation Management
- ◊ Mad River Pipeline
- ◊ Food Waste Digester Project
- ◊ Parcel 4
- ◊ Humboldt Open Door Clinic
- ◊ Arcadis (G&R Metals) Soil Remediation
- ◊ Emergency Shelter Ordinance
- ◊ Review of Parking Regulations
- ◊ Medical Cannabis Ordinance update
- ◊ Medical Cannabis Dispensary CUP
- ◊ Redwood Coast Hotel
- ◊ Residential Use of Carriage Houses
- ◊ Historic Setbacks
- ◊ Sutton Street Vacation
- ◊ Marchi Merger
- ◊ Secondary Dwelling Unit Owner Occupancy
- ◊ Bareilles Compliance Subdivision



ENGINEERING DEPARTMENT

Activities and Status Report

Third Quarter 2011

Summary of Activities

1. Administration

Administrative staff survived the quarter by utilizing temporary personnel to complete only the most critical parts of Tiffany Peerson's administrative workload, such as reviewing insurance documents, since Tiffany was out on maternity leave for the entire quarter.

2. Construction Division

In the third quarter of 2011, one project was completed, construction continued on three projects, one project was advertised for bids, and engineering design continued on nine projects and two programs.

3. Development Division

Development assisted with surveys for the Elk River Trail, surveys and right-of-way acquisitions and design for the new water main loop between 6th Street and Tydd Street, and continues to issue water, sewer and encroachment permits along with handling counter inquiries to assist citizens and developers with their requests and inquiries. Some encroachment permits also require Development to prepare agreements to reduce liability risks to the City. Insurance reviews for projects, leases, agreements, and encroachment permits continue to require approximately one employee's full time.

4. GIS Division

The GIS Division continues to work on implementing a centralized 'Enterprise' GIS migration, consolidation of mapping data between the City's Corporation Yard and Engineering Department, and a public safety oriented GIS-based response and planning system.

5. Traffic/Signals Division

Construction activities of traffic signal and road projects have been the focus of this division's third quarter.

6. Property Management

Property Management oversees Capital Improvement Program Projects along with performing routine property management duties, which include managing real property and the administration of leases for the City of Eureka and the Eureka Redevelopment Agency. Property Management continues to operate under budgetary constraints while searching for and evaluating cost effective measures for managing the City's real property.

Construction Division

Kurt Gierlich
Carolyn McKenna

Angi Sorensen
Angela Martindale

Lisa Savage

One project was completed in the third quarter of 2011.

1. Fishermen's Terminal Building – \$2,850,000

Construction of a 17,300-ft² building adjacent to the Fishermen's Dock and Market Square, with 15,700 ft² dedicated to fish processing and coastal-dependent businesses and 1,600 ft² dedicated to a retail seafood business and café, and a 41-space (including two ADA-compliant spaces) public parking lot immediately south of the Fishermen's Terminal Building. The parking lot is landscaped and includes amenities consistent in number, scale, and style with those on the existing Boardwalk and "F" Street pedestrian plaza, and it includes one electric vehicle charging station and provisions for four additional stations. A ribbon-cutting ceremony was held on September 1, 2011. (Gierlich, Martindale, Savage, Lapotre and Cleek, Whitchurch Engineering, Travie Westlund, Skyline Technical Systems), Randy Hill Construction, Inc.

The following projects are currently in construction:

2. Martin Slough Interceptor - Phase 1 – \$5,815,000 (includes \$1,013,683 in project administration costs. Funding breakdown = \$2,572,905 Prop 50 Grant Funding + \$1,829,000 EPA Funding + \$ 508,700 City Funding + \$904,300 HCSD Participation)

The City received State of California Proposition 50 grant funding and EPA Special Appropriations grant funding to construct the first phase of the Martin Slough Interceptor project. Phase 1 consists of permitting, easement acquisition, and construction of the main gravity wastewater interceptor pipeline from the "O" Street lift station to the Golf Course lift station. Construction commenced in May 2011 and is scheduled to be completed by December, 2011. (Gierlich, Shikany, Savage, SHN Consulting Engineers & Geologists), Mercer-Fraser Company

3. Former Carson Mill Site Cleanup – \$250,000

The City received a second Brownfields Grant in the amount of \$200,000, for additional cleanup of contaminated soil on the City-owned property known as the Former Carson Mill Site or the Halvorsen Property. The project consists of cleanup (excavation, testing, and disposal of contaminated soil) and monitoring activities. Excavation and testing were completed during the third quarter, and soil disposal and installation of monitoring wells will be completed in the fourth quarter of 2011. (Sorensen, SHN Engineers & Geologists), Northcoast Environmental Construction

4. Fire Safety Training Tower Electrical Project – \$20,000

The City received a grant of \$5,000 from PG&E to install interior and exterior lighting and convenience outlets at the Regional Public Safety Training Tower on Hilfiker Lane. The additional illumination will improve functionality and increase safety for training

exercises, in accordance with recommendations of the Insurance Services Office (ISO). (McKenna, Jelinek, Sorensen, Whitchurch Engineering) Colburn Electric, Inc.

The following project was advertised for bids:

5. Reservoir Maintenance and Security Project Phase 3 – \$850,000

Phase 3 will consist of abrading and repainting the interior members of the reservoir roof support structure. The work will be performed between November 1, 2011 and April 30, 2012. (Sorensen, McKenna, Duncan, DB Gaya Consulting LLC)

The following projects are currently in design:

6. Anode Bed Replacement on Cross Town Interceptor – \$40,000

This work is an element of the continuing maintenance program for the cathodic protection system on the Cross Town Interceptor wastewater transmission main. A corrosion evaluation is required, and design and construction of the anode bed replacement will be based on the results of the corrosion evaluation. (Sorensen)

7. Biosolids Dewatering Facility - Phase 2 – \$1,400,000

Phase 2 will consist of the purchase and installation of mechanical equipment for an automated dewatering facility. Phase 2 will be constructed in the future when financing allows. (Sorensen, Gehrke, SHN Consulting Engineers & Geologists)

8. Fire Safety Training Tower Paving Project – \$40,000

This project will add asphalt paving at the Regional Public Safety Training Tower on Hilfiker Lane. Currently, training activities that involve flowing water require restoration of the existing gravel surface. Pavement will prevent this erosion, decreasing sediment runoff and increasing the functionality of the training facility. Project is anticipated to be constructed in the summer of 2012. (McKenna, Boughton)

9. Fisherman's Terminal Photovoltaic System – \$450,000

This project will add a grid-tied array of photovoltaic (PV) panels to the south-facing roof of the Fisherman's Terminal Building to generate electricity. The PV system will be connected to the existing electricity distribution grid, eliminating the need for onsite battery storage. Electrical energy generated onsite will offset energy used for refrigeration equipment and lighting in the building, and visitors will learn about the system through an interactive display. Plans were submitted to the City Building Department in the third quarter, and the project is expected to be advertised for bids during the fourth quarter of 2011. (Sorensen, GreenWay Partners, McKeever Electric)

10. Tydd Street Water Main – cost estimate in progress

This project will construct a new section of water main within an existing utility easement to connect existing water mains in Sixth Street and Tydd Street. This connection will serve existing and approved developments along the alignment and will facilitate future

improvements to the water distribution infrastructure on Bay Street. (Gierlich, Boughton, Redner, SHN Consulting Engineers & Geologists)

The following projects are undergoing preliminary design and environmental review:

- 11. Waterfront Drive Extension Project - Del Norte to Hilfiker – \$12,000,000**
Extension of Waterfront Drive from Del Norte Street to Hilfiker Lane is currently on hold pending results of initial environmental evaluation. (Gierlich, Shikany, North State Resources, Oscar Larson & Associates)
- 12. Waterfront Drive Connection - Phase II “G” to “J” Streets – \$3,600,000**
This project will complete the northern portion of Waterfront Drive and provide the final link to a continuous multimodal transportation corridor along 2.4 miles of the City’s Humboldt Bay waterfront, from “T” Street in the northeast to Del Norte Street at the southwest. The CEQA document is complete. A grant in the amount of \$450,000 was received from Caltrans’ Local Assistance Program Bicycle Transportation Account, which has been reprogrammed for a 2016 completion date to allow Union Pacific Railroad to complete the environmental cleanup of contaminated soil prior to the City acquiring the property to initiate the road and bike lane construction. Staff is continuing to negotiate with the railroad authorities for right-of-way. (Gierlich, Parrott, Martindale, Savage, Shikany, SHN Consulting Engineers & Geologists).

The following projects are continuing:

- 13. Martin Slough Interceptor - Phases 2a, 2b, & 2c – \$14,400,000**
Phase 2 of the Martin Slough Interceptor project includes construction of a new pump station (Phase 2a) and force main (Phase 2b). Phase 2c will consist of demolition of several lift stations and connection of various sewer basins to the interceptor to begin operation of the Martin Slough Interceptor as a complete and functional system. The construction schedules for Phases 2a, 2b, and 2c will be based on securing funding for each phase. (Gierlich, SHN Consulting Engineers and Geologists, Brown and Caldwell)
- 14. Wastewater Facilities Plan and Program - Phase 2b – \$250,000**
Phase 2b of the Wastewater Facilities Plan will build on the Phase 2a Facilities Plan work. It will include updating and evaluating the ebb tide discharge model, effluent blending and storage evaluation, feasibility analysis for treating peak wet weather discharges, solids thickening facility pre-design, web-based collection system model, and collection system Inflow and Infiltration reduction program. (Gierlich, Knight, Young, Gehrke, Brown and Caldwell)

15. SCADA System Program – \$1,000,000

This program will upgrade the City's Supervisory Control and Data Acquisition (SCADA) systems. SCADA systems are used to monitor and control chemical, physical, and treatment processes in municipal water and wastewater systems. A Needs Assessment was completed in May 2011, which identified individual projects and developed a preliminary budget for the overall program. The City has reached the first critical milestone, selecting a new software package for developing custom graphical user interfaces, and is in the process of developing new interfaces for the Water Treatment and Wastewater Collection Divisions. (Sorensen, Gehrke, Mathes, ArcSine engineering)

16. North Coast Plug-in Electric Vehicle Project – \$3,000

Redwood Coast Energy Authority has received notice of a proposed award from the California Energy Commission for strategic planning efforts to develop plug-in electric vehicle (PEV) infrastructure. The City's commitment includes participation in meetings regarding development of public PEV charging infrastructure and associated codes and permitting procedures. Staff will also share usage data from the City's charging station located at 4 C Street and will provide input on educational materials developed through the grant. (Sorensen, McKenna, Redwood Coast Energy Authority, et. al.)

TOTAL: 16 Projects, \$43 Million Capital Improvement Value

Longer Term Projects:

A. Mad River Pipeline Phase 4 – \$1,500,000

Phase 4 will replace two sections of the Mad River Pipeline as a part of the continuing project to provide improved water supply system reliability. The section in Arcata is located between the south side of 7th Street and the California Highway Patrol Station, and the section in Eureka is located between the Ryan Slough Pump Station and the intersection of Frank and Glenwood Streets. Preliminary construction plans were completed in 2010, and have been placed "on the shelf", pending identification of funding. (Gierlich, Young, Oscar Larson & Associates)

B. Mad River Pipeline - Phases 5 & 6

Design and construction of subsequent phases of the Mad River Pipeline project will progress as funding becomes available.

C. High Zone Water Pump Station – \$500,000

Design and construction of a new pump station to fill the elevated water storage tank will progress as funding becomes available.

D. Sewer Lift Station Upgrades – \$250,000

This continuing maintenance program will upgrade wastewater lift stations and collection facilities on a yearly prioritized basis. Design and construction will progress as funding becomes available.

E. Sunny Avenue and 14th & 'P' Embankment Repairs – \$400,000

Preliminary construction plans were completed in October 2003, and have been placed “on the shelf”, pending identification of funding for these projects. (Gierlich, SHN Consulting Engineers & Geologists)

F. Railroad Crossings – \$100,000

This project would replace at-grade railroad crossings at various locations. Construction is deferred pending availability of State funding and on the railroad commencing operation. (Boughton)

G. North Eureka Gateway Transportation Enhancement Grant – \$1,500,000

This proposal is on hold. This project would enhance State Route 101 from Airport Road to “V” Street as an entrance gateway with street trees, landscaped medians, sidewalks, street lighting, and bike lanes. A prior \$800,000 proposal for the section from “V” Street to the Eureka Slough Bridges received strong community support. However, a major stakeholder, Keep Eureka Beautiful, no longer supports the project, and Caltrans will not sponsor the project without strong community support.

H. Extended Fuel Storage Facility – unknown cost at this time

The increasing number of backup generators installed at City facilities has created the potential for a shortage of fuel in the event of an extended emergency. This project will quantify fuel storage requirements and evaluate potential sites at which additional fuel storage and dispensing facilities may be located in order to decentralize emergency fuel storage for City facilities. (Gierlich, Martindale, Knight, Young)

Other Department Projects and Programs:

- **Engineering Standard Drawings and Design Standards**

The department has been developing engineering construction standards and detail drawings for a number of years. The end result will be a set of published documents containing design standards and details for water, wastewater, storm drains, streets, and other miscellaneous details used for construction in the City of Eureka. (Gierlich, Boughton)

- **Water Distribution System Modeling**

This project will create a working model of the City of Eureka's water distribution system. The resulting model will be utilized in analyzing the water distribution system and designing future improvements to the water system, especially with respect to fire flow analysis and the impact of future development. (Redner, Gierlich, McKenna)

- **Engineering Document Database and Long Term Digital Storage program**

This project will create a computer database for all Engineering Department documents and maps. The program will include the scanning and storage of existing maps and documents into digital file format utilizing the department's scanners. (Martindale)

Development Division

Gary Boughton

Tiffany Peerson

Laurie Shannon

Review of:

1. Agreements for Encroachments, Monitoring Wells and Subdivision Improvements, (0)
2. Building Permits, (38 permits, some with several reviews)
3. Encroachment Permits (34)
4. Insurance Reviews, (230, some with several reviews)
5. Water Permits, (5)
6. Sewer Permits, (2)
7. Requests for Service or Complaints, (22)
8. Street Tree Reviews, (0)
9. Certificate of Subdivision Compliance Descriptions, (0)
10. Coastal Development Permits, (4)
11. Conditional Use Permits, (3)
12. Design Review Applications, (16)
13. Street and Alley Vacations, (0)
14. Variances, (2)
15. Lot Line Adjustments, (1)
16. Parcel Maps, (0)
17. Subdivision Maps, (0)
18. Descriptions for City Projects, (0)
19. Humboldt County Referrals, (6)

In addition to assisting citizens at the counter, and working on future projects, Staff also works on the following programs and attends the following meetings:

1. **Capital Improvements Program**

Engineering staff is beginning the annual update of the City's Five-Year Capital Improvement Program (CIP). This document is used to identify needed capital improvement projects and to coordinate the financing and timing of improvements. The primary purpose of the CIP is to assist in the orderly implementation of the broad and comprehensive goals of the adopted General Plan and for the maintenance and replacement of the City's infrastructure by establishing an orderly basis to guide local officials in making sound budget decisions and by focusing attention on community goals, needs and capabilities to maximize the benefit of public expenditures. The 2011-2016 CIP is anticipated to be reviewed by the Planning Commission on August 8, 2011 and to be received and filed by the Eureka City Council at its August 16, 2011 meeting. (Martindale, Boughton)

2. **City Council**

Staff attends the twice monthly Council meetings to answer questions Council may have on Engineering agenda items and to have a better understanding of Council directions and concerns for the City. (Gierlich, Boughton)

3. Disadvantaged Business Enterprise Program (DBE)

In order for the City of Eureka to receive Federal Financial Assistance from the U.S. Department of Transportation (DOT), the City of Eureka is required to sign an assurance that it will comply with 49 CFR Part 26. The City of Eureka has established a Disadvantaged Business Enterprise (DBE) Program in accordance with the regulations of the 49 CFR Part 26. Engineering updates the Program yearly to reflect proposed use of Federal monies during the next fiscal year and establish a goal for Disadvantaged Business Enterprise participation on each federal financed project. The State has a new twist to the program by adding Underutilized Disadvantaged Business Enterprises (UDBE's). (Boughton)

4. Design Review

Staff attends Community Development's twice monthly meetings and provides written comments. The comments are generally preliminary notification of conditions or permit requirements from Engineering, in order to perform certain work efforts. (Shannon, Boughton)

5. Development Coordination Committee

Staff attends Community Development's meetings, along with other departments and utility representatives, to coordinate applicants' projects and to set conditions. (Boughton)

6. Humboldt County Liaison Committee

Staff attends the monthly meetings to coordinate agency and utility projects. The County, cities and each utility company provide information to coordinate projects in the most efficient and costly manner. Staff has been instrumental in reinitiating these valuable monthly meetings. (Sorensen, Boughton)

7. Insurance Review

Staff reviews insurance certificates and endorsements for all Engineering contracts, including Agreements and Leases along with reviews for contractors/persons wishing to work in City rights-of-way under Encroachment Permits. Reviews require a technical knowledge of insurance requirements and documentation which transfers the liability of the action of others working for the City or working within our rights-of-way. This effort continues to take the time of a full time employee. (Peerson)

8. Open Space, Parks and Recreation Commission

Staff attends the once a month meeting to update the Commission on Engineering projects of their concern and to answer questions the Commission may have. (Boughton)

9. Planning Commission

Staff attends Planning Commission meetings to answer City Engineering questions the Commission may have on agenda items and to have a better understanding of the Commission's direction. (Boughton)

GIS Division

Riley Topolewski

The GIS Division, staffed with a coordinator, has the following projects or tasks either completed or currently underway during the third quarter of 2011.

- **GIS Coordinator's Professional Licensing Renewed**
- **Water/Wastewater New Service Mapping**
- **Mapbook Production for Utility Crews**
- **City of Eureka Sphere of Influence Analysis**
- **Creation of a Centralized, GIS Server**

The GIS Division has a new centralized, dedicated GIS server. The new server will allow for a new array of GIS services for city, private and public access clients. The hardware is in place and the GIS Division has begun migrating data and applications during this past quarter.

- **Housing Element Collaboration**

The GIS Division produced all mapping elements of the Housing Element of the City's General Plan Update. In accordance with Community Development's requests, sub-sets of parcels were grouped into various categories and thematically mapped. New GIS datasets were also created and have become commonly exchanged information.

- **Web GIS Application**

The GIS Division has recently migrated its old Web GIS application to a brand new web application that runs on ESRI's ArcGIS Server. The new site is available on the City of Eureka GIS Program Homepage,

<http://www.ci.eureka.ca.gov/depts/engineering/gis.asp>

- **Block/Utility Map Consolidation**

The GIS Division has completed the scanning of all Corporation Yard Utility maps. Block maps, water maps and drainage maps comprise the bulk of the effort. Phase two to of this project involves meticulously noting any and all differences between the maps maintained by the Corp Yard and those maintained by the Engineering Department. Phase two is complete. Phase three, which is currently underway, consists of processing the consolidated mapping information into the appropriate GIS datasets.

- **Host Regional GIS Users Group**

The City of Eureka Bayroom at the Wharfinger building is the new location for the North Coast GIS User's Group. The group meets quarterly to discuss the latest applications of GIS on the north coast

- **Wireless E 9-1-1 Project**

The GIS Division has been involved in the statewide Wireless E 9-1-1 Project in conjunction with the City of Eureka Police Department. The GIS Division is responsible for the accurate placement of addresses received from the city Public Safety Answering

Point (PSAP). PSAPs are responsible for answering 9-1-1 calls for emergency assistance from police, fire, and ambulance services.

- **Water Distribution System Mapping**

Digital datasets describing Eureka's water distribution infrastructure have been created and are currently being revised to improve accuracy and add features. Water meter locations and service connections are being mapped as well as attributed with pertinent data.

- **Wastewater Collection System Mapping**

The GIS Division updates and maintains existing GIS datasets describing the City of Eureka, and HCSD wastewater collection system to remain current.

- **Parcel Database Updates**

The GIS Division updates the existing City of Eureka parcel database. Changes in parcel boundaries as dictated by the county assessor's office and various other sources are reflected. Ongoing.

- **Local Area Network Application Creation/Maintenance**

Creation and maintenance of specific GIS applications for City of Eureka employees. Most applications utilize the ArcReader platform or mapserver web-gis. (ongoing)

- **Application Deployment**

Develop and deploy specific applications for specific departmental needs. For example, develop mapping applications with an emphasis on utility information for employees within the maintenance divisions. (Ongoing)

- **Process Daily Requests for Mapping**

The GIS Division is solely responsible for the requests from various departments for current mapping. These requests occur on a daily basis.

Traffic/Signals Division

Sheila Parrott

Dan Moody

Scott Ellsmore

The following project was completed:

Centerline Striping 2011 - \$15,000

The Centerline Striping 2011 project is an annual project for repainting street centerlines, edge lines and bike lanes throughout the City. This years' project included bike lane re-striping on Wabash, Fairway, and "J" Streets, double yellow centerline re-striping on Fairway Drive, and approximately 52,000 linear feet of centerline re-striping at various locations throughout the City.

The following projects are in construction:

Harris and E, Harris and F Streets Left Turn Signalization - \$154,000

This project is installing southbound left turns at the Harris and E Street, and Harris and F Street intersections. This will include new lanes, signal heads, signal arms, and detector loops. Construction is being completed by Smith Electric and HSIP grant funding has been awarded for these safety improvements.

Street Overlay 2011 - \$800,000

The Street Overlay 2011 project includes paving of Harris Street from Broadway to Harrison Avenue with ADA compliant corner drop curbs and installation of bike lanes from "I" to "R" Street and bike route sharrows from "R" Street to Harrison Avenue. The project will also include repaving "T" Street between 3rd and 4th Streets. Mercer-Fraser is the contractor and gas tax funding is being used for the project.

Harris and Harrison Signalization Upgrades - \$200,000

This project is installing north and southbound left turn lanes at the Harris and Harrison intersection. This includes new lanes, signal heads, signal arms, detector loops, and ADA compliant curbs at the corners. The project is being completed by Smith Electric and is jointly funded by the City's Prop 1B funds, Humboldt County and Safeway.

The following projects are in design:

Harris and "S" Street Signal Improvements - \$160,000

This project installs protected left turn signals at the Harris and "S" Street intersection for east and westbound traffic. This includes new signal heads, arms, and poles, new signal control box, controller, and wiring. Highway Safety Improvement Program (HSIP) funds are being used and construction is anticipated to be summer 2012.

Emergency Vehicle Pre-emption Equipment - \$584,100

This project is installing emergency vehicle pre-emption equipment at all City-owned traffic signals to improve traffic safety and emergency response time. This includes signal cabinets, controllers, and pre-emption equipment. Highway Safety Improvement Program (HSIP) funds are being used and construction is anticipated to be summer 2012.

Sidewalk Construction/Relocation \$180,000

This project will include the relocation of the sidewalk and construction of sidewalk curb in front of Washington Elementary School. This opportunity to fill the shortfall in the allocation for the Safe Routes to School project is being presented through Transportation Enhancement (TE) funding. Construction is anticipated to be summer 2012.

West Avenue Improvements - \$338,500

This project includes pedestrian safety improvements on West Avenue from 6th Street to Myrtle Avenue. The project includes installation of ADA compliant drop curbs and driveways, sidewalk bulb-outs, street lighting, paving, and replacement in-pavement lights. Grant funding from the Highway Safety Improvement Program (HSIP) has been awarded. Construction is anticipated to be summer/fall 2012.

Fairway Drive Guardrail - \$40,000

This project includes the installation of guardrail on Fairway Drive at the culvert over Martin Slough. Gas tax funding is being used and construction is anticipated to be spring 2012.

Longer Term Projects:**1. Downtown Parking Assessment District Task Force**

The Parking District Number One Task Force is revising its recommendations to the City Council for the operation and possible expansion of the parking district. These recommendations include expansion to the north, shared use parking standards, and residential parking ordinance changes.

2. Eureka-Arcata Corridor Project

Staff continues to provide input to the State's project engineers.

3. Greater Eureka Strategic Transportation Plan

The City, County, HCAOG, and State staff continue to work on the Greater Eureka Area Traffic Model which will be used for coordinated regional traffic forecasting by each entity. The traffic model will be used in a City /County project to identify future traffic impacts associated with development and the creation of a Traffic Management Program to assess fees and implement projects to mitigate those impacts. The consultant LSA Assoc. has been selected to refine and update the model through Blueprint Planning Phase III. City staff is working with the consultant providing data and oversight.

4. Greater Eureka Micro-simulation Project

The latest version of TransModeler, GEOmicrosim has been provided and is being evaluated, tested, and calibrated by the staff. Several revisions to the GEA micro-simulation model have occurred which allow for more detailed simulation of detector operations. Staff continues to provide input and participation in the calibration process.

5. Underground Utility Conversion

Nine blocks of utilities on Fourth Street, between Myrtle and Y, will be considered for Rule 20A undergrounding. The City currently has a Rule 20A work credit balance with PG&E of \$2.8 million. The typical project schedule will include design, right-of-way acquisition, and construction.

6. Broadway Feasibility Study

The City is one of several stakeholders in Caltrans' Feasibility Study of the Broadway corridor. The section of Broadway between Kmart and 5th Street is being examined for improvements for non-motorized users. Staff continues to provide input and participation in the process.

Other Division Projects and Programs:

The Traffic/Signals Division of the Engineering Department continues working with the State, County, and private developers on various traffic studies in and around the City of Eureka. This Division has also provided assistance to the Engineering and Public Works Staff in reviewing traffic issues for various projects.

1. Traffic Signals

Maintaining operation of the 26 City owned traffic signals is a primary duty for this Division. A traffic signals maintenance agreement between the County and City of Eureka is being developed. A monthly signal training/meeting with State, County, and City of Fortuna staff has been initiated to review and discuss traffic signal operations.

2. Traffic Studies

Staff has provided feedback on the traffic studies for the Redwood Coast Hotel, a proposed hotel at Wabash and Koster Street, and various other projects and developments.

3. Parking Items

The Parking Place Commission is currently short one commissioner. Staff prepares the agenda, sends notices regarding requests, gathers data and documentation, prepares staff reports, and attends monthly meetings regarding on and off-street parking issues.

4. Meetings with EPD Traffic Officers

Monthly meetings with Tony Zanotti and Gary Whitmer of EPD continue. Current traffic related issues include requests for traffic control devices, locations for increased

enforcement, pedestrian safety, parking zones, parking meters, and use of radar speed signs purchased through a grant EPD received from the Office of Traffic Safety.

5. Transportation Safety Commission

Staff attends monthly meetings and provides data and reports on various traffic studies, locations, and projects at the request of the Transportation Safety Commission. Staff also attends various sub-committee meetings.

6. Humboldt County Association of Governments Technical Advisory Committee

Staff attends monthly meetings regarding the programming of regional transportation improvement funding and provides data, estimates, and input.

7. Electronic Parking Meter Program

Staff maintains parking meter electronics and collects and maintains inventory, coin and card audits, and maintenance data from all City-owned metered parking lots. This data provides finance with a means to audit revenue through reports generated by the parking meter software. Additional reports track revenue by stall and lot and provide occupancy data.

8. Safe Routes District-wide Task Force

Staff attends monthly meetings with various stakeholders including EPD, RCAA, HumPal, Bikes There, Transportation Safety commission, District 1 County Board of Supervisors, County Public Works, Public Health, and several members of the School Board District Office regarding safe routes to schools.

9. Training

Traffic/engineering webinars and training sessions were attended this quarter. These included an Engineering Strategies webinar, an Access Board Public Right-of-Way webinar, Caltrans Local Assistance webinars, and an Understanding Bicycle Transportation workshop.

10. Other

In addition to the items listed above, regular items processed during the quarter included:

- Special Event requests (traffic control plans included)
- Work Orders for new signs, markings, and parking controls
- Transportation Permits
- Project referrals – Community Development
- Collision pin map and collision report filing
- Complaints and inquiries
- Traffic Studies – various locations for speeds, volumes, warrants

Property Management Division

Lisa Savage

In addition to performing routine property management duties, the following activities of interest occurred during the past quarter.

1. **New Leases/Licenses**

Wild Planet Foods, Inc. – The City negotiated a new lease with Wild Planet Foods, Inc. for space in the Fisherman's Terminal Building.

Coast Seafoods Company – The City negotiated a new lease with Coast Seafoods Company for space in the Fisherman's Terminal Building.

2. **Lease/License Renewals and Terminations**

Chevron USA - The City's Lease with Chevron USA, Inc. for tidelands property located at the end of Christie Street expired during the fourth quarter of 2008. The Lease is in a month to month holdover tenancy while the City and Chevron negotiate the new terms of the Lease. - **Update-** The City and Chevron have jointly retained Brooks Appraisal Service to perform an appraisal of the property. The appraisal is complete and the Attorney for Chevron is drafting a Lease for City to review.

Eureka Forest Products – Eureka Forest Products has expressed interest in an early renewal of their tidelands lease. This would result in higher rent for the City and secure a long term lease for Eureka Forest Products. A tentative lease agreement was drafted, reviewed by the City Attorney and forwarded to Eureka Forest Products for review. They have commented and requested some changes which the City is reviewing. Negotiations have tentatively stalled. - **Update-** No change.

Laurence Badgley – The City terminated the Land License Agreement with Laurence Badgley for his personal hangar at Eureka Municipal Airport. The Agreement was terminated via 60 day notice and is effective July 12, 2010. City filed an Unlawful Detainer for immediate possession of the Property, forfeiture of the Lease, and damages. - **Update-** No change.

All Leases are available for review in the Property Management Office.

3. **Right of Entry Agreements**

Two Right of Entry Agreements were entered into (Queen's University and the State Coastal Conservancy).

4. **Activities of Interest**

Community Service Work Referral Program - Humboldt County's probation department places workers requiring community service time with the City. During the past quarter Community Service Workers served the City at the Zoo and the Marina.

5. **Facilities Inspection**

Seven (7) City buildings were inspected in the third quarter.

6. **Real Property Work Completed**

Two service/work requests were processed during the third quarter.

The following projects are under construction:

1. **Salt Marsh Restoration, \$275,000, 2011/2012 construction**

The Fisherman's Terminal Project required mitigation for salt marsh covered by the construction of the wharf. The construction portion of the project was awarded to Figas Construction Co. The excavation portion of the project is complete and in the spring of 2012 the planting will take place.(Savage)

The following projects are undergoing preliminary design and environmental review:

1. **Martin Slough Enhancement Project - \$4,400,000**

In 2009 one unsuccessful application for implementation funding was made to the National Oceanic & Atmospheric Administration's Community-based Restoration Program. The Martin Slough project did not compete favorably because CEQA had not been completed and the program was looking for "shovel-ready" projects.

Associated studies which had been partially completed before the suspension of funding included a wetland delineation and a low flow study to determine if the pond at the upper end of the golf course could supply enough irrigation water to irrigate both the front and back nine. A technical memo which will describe the study and its results is being prepared and will be provided to the City and CourseCo within the next month.

RCAA is working with consulting engineers Winzler & Kelly to move forward on project designs and supporting documents needed for completion of a CEQA document for the project. Our goal is to get to a sufficient design level to prepare a CEQA document for the entire project, and prepare 100% designs for the replacement of the tide gates at the mouth of Martin Slough. **(No Change)** (Savage, RCAA, Winzler & Kelly Consulting Engineers)

Eureka Police Department
Chief's Office

Memo



To: David Tyson, City Manager
From: Murl Harpham, Interim Chief of Police
Date: October 21, 2011
Re: July Aug Sept 2011 Quarterly Report

CHIEF'S MESSAGE

In September the Eureka Police Department received devastating news that a Federal Jury in Oakland had found three officers liable for the death of Martin Cotton. I feel there are extenuating circumstances as to why a jury in Oakland may come to this conclusion which I won't go into.

The decision was not only upsetting to the six officers that had been involved but also to the rest of the organization. Convinced that the officers had acted within both City policy and the law, I had a fear that because of the decision, in the future, they might hesitate on how they function, which could get them hurt or even killed. I therefore sent an e-mail to all officers, advising them not to change how they do their jobs.

My personal opinion is that this was an unfair verdict and part of the hazards of the job. Sometimes we are in a "no win" situation. There was also an exposure if we had done nothing. My opinion is based on two premises. The first is the fact that the District Attorney, the Attorney General, the Grand Jury, the Coroner and then Chief Garr Nilsen all felt that the officers had acted within the law or ***certainly criminal charges would have been filed.***

The second reason is in my own fifty years of experience in dealing with violent offenders and deadly confrontations. While working on my Masters Degree, I studied the deaths and serious injuries of police officers during deadly confrontations over a ten-year period. The title of my thesis was, "Teaching Officer Survival Techniques for in-service and pre-service Police Officers." I taught this subject for 30 years at the Redwoods Police Academy.

In addition, a large part of the lawsuit alleged that the officers had failed to obtain medical treatment. Again, past experience tells us that anytime we take a person to the hospital who is combative or belligerent, the hospital refuses to accept them. That is one of the reasons the Sheriff's office has a registered nurse on duty 24-7. In this case, at the jail, Cotton was still belligerent and refused to answer questions. Since there were no visible signs of injury he was placed in a cell.

If this case fails at Appeal, it is my request that the city cover the officers' punitive damages.

FIELD OPERATIONS – Patrol and other Police Services

Between July 1 and September 30, 2011, Eureka Police Officers responded to 10,505 calls for service and conducted approximately 7,689 self-initiated enforcement actions resulting in 2683 written reports and 968 arrests.

Selected Calls of Interest:

LICENSED CARE PROVIDED FOUND PASSED OUT - ARRESTED FOR DRUG USE

On September 21, 2011, shortly after noon, two EPD sergeants responded to a report of a suspicious circumstance in the Costco parking lot. A delivery driver had reported a woman passed out in her car. Medical aid was also dispatched, because the woman reportedly had blood on one of her hands.

Upon arrival, Sergeants Stephens and Howden located the woman in her vehicle. She was initially unresponsive, and had a “tie-off” tourniquet around one arm, with a syringe lying next to her hand.

Further investigation resulted in the arrest of the woman for suspicion of being under the influence, as well as in possession of, controlled substances. A number of loaded syringes were seized as evidence subsequent to her arrest. The woman was identified as Linda Endicott, age 40, and she was booked at the HCSO Correction Facility for the previously mentioned drug charges.

During the course of the investigation, Sgt. Howden learned that the suspect was a State licensed care provider, in the medical industry. The suspect’s employer and the State Board were notified immediately, in the interest of public safety.

The toxicology results for the substance in the syringe returned positive for morphine and it is believed that the suspect took doses of controlled substances from her employer without consent or approval.

SUSPECT RUNS BUT CAN’T ESCAPE K9 “JIMI”

On September 9th at approximately 6:00 pm, while an officer was on patrol in the area of Wabash and B Street, he saw a known “wanted” suspect casually walking westbound on Wabash. Before the officer could stop and detain the suspect, Eric Gibson, he fled northbound across the roadway and into a residential neighborhood.

Additional officers responded to assist with the capture of the suspect. While awaiting the arrival of an EPD K9 team, the additional officers quickly established a perimeter to contain the suspect.

The K9 team (Officer Franco and his trusty K9 “Jimi”) arrived and began tracking Gibson and subsequently located him hiding on Church Street between A and B Streets.

Gibson refused to comply with officer’s commands and K9 “Jimi” was used to apprehend Gibson. After a short struggle with K9 ‘Jimi” and the officers on scene, Gibson was taken into custody.

Gibson was booked into the Humboldt County Correctional Facility for Armed Robbery, Battery resulting in serious bodily Injury, Conspiracy, Resisting Arrest, and Violating Parole. Gibson was also booked on two additional outstanding arrest warrants.



Moral of this story – you can run, but you can't hide from EPD.

REPORTED FIRE LEADS TO MARIJUANA GROW

On September 26th at about 7:57 p.m. officers were dispatched to a Domestic Violence incident at the Blue Herron Motel on Broadway. It was reported that the suspect, Jeremiah Paiment, had assaulted his girlfriend and violated a Domestic Violence Restraining Order. Prior to the police officers arrival, Paiment fled the scene on foot.

At about 9:11 p.m. a third party phoned dispatch and said Paiment was currently at a location on the 3500 block of Cottage St. Several officers responded to the address and set up a perimeter, however, it was discovered that Paiment had again left prior to police arrival. Shortly after officers cleared from the Cottage Street address, dispatch received another call advising that Paiment had just been seen running southbound on Broadway towards the Blue Herron Motel.

At about 9:58 p.m. an officer on patrol radioed that he had just seen Paiment running westbound across Broadway into the greenbelt area directly across from the motel. A perimeter was quickly established and a K9 unit from Arcata PD was requested to assist with the search.

At about 10:25 p.m. APD Officer Pope arrived on scene with his K9 partner, "Bronco". Officer Pope and "Bronco" quickly began a track on Paiment, while EPD officers provided cover for the K9 team. After a short track into the greenbelt area, "Bronco" located Paiment concealed in some underbrush. Paiment was given orders to give himself up, or the dog would be released to apprehend him. Paiment made the first wise choice of his life and surrendered in lieu of being bitten. Paiment was taken into custody without further incidence.

The apprehension of Jeremiah Paiment on this evening was made possible by the excellent team work and communication between dispatch and patrol, as well as the assistance from the Arcata Police Department and their K9 unit.

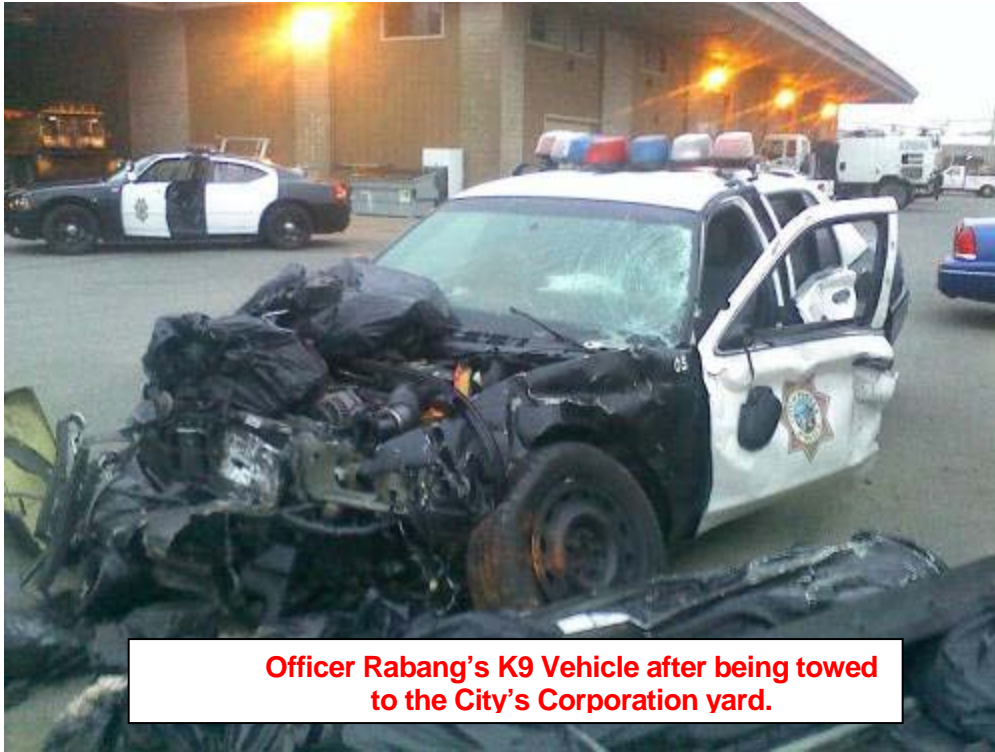
K9 Unit Report:

This past quarter has been a bit of a challenge for the K9 Unit. We've been hit hard by injuries and illness. On July 22, Officer Rabang and his K9 partner, Endy, were involved in a serious traffic collision.



Jeremiah Paiment

A wanted felon, who was fleeing from pursuing officers, driving at high speeds without his headlights on, ran a stop sign at 45-50 mph and broadsided Officer Rabang's patrol car. The car was totaled and Officer Rabang and Endy had to be extricated from the vehicle. Officer Rabang's injuries included a bruised brain and a number of other, less serious injuries. Endy has nearly recovered, but Wayne is still mending. We're VERY thankful they escaped without more serious injuries. (The suspect did not fair as well and at last report, was likely to be paralyzed for life.)



Officer Rabang's K9 Vehicle after being towed to the City's Corporation yard.

Then, in early August, K9 Vex, was diagnosed with heartworm, during a routine annual exam. The treatment for this condition lasts 8 weeks, during which time the dog must be kept quiet.....**quiet????** Hah! For those of you who have not met Vex, this is a nearly impossible feat. Fortunately his treatment is almost over and he is showing a remarkable recovery.

Officer Wilson and K9 Maggie, the detection dog, have been very busy assisting POP and the Drug Task Force with cases. They are building quite a reputation and will attend the International Police K9 Conference in October, where they will have the opportunity to learn from some of the best instructors in the field. The cost for this training was generously funded by grant from the Rotary Club of Eureka.



Carlton Nielsen of Eureka Rotary Club along with Officer Ed Wilson, and Detection K9 Maggie

General Information:

THE FIELD TRAINING AND EVALUATION PROGRAM

The purpose of the Eureka Police Department's Field Training and Evaluation Program (FTO) is to train new officers so that each is prepared to function as a solo beat officer at the conclusion of their training cycle. The role of the Field Training Officer is pivotal, as they provide the "on the job" training that will allow new officers to successfully serve the City of Eureka.

The training cycle consists of 16 weeks of intensive on-the-job training and daily performance evaluations. Training is conducted and staffed by 4 field training officers and a Field Training supervisor on a 24-hour basis.

Recruit officers are required to meet specific performance standards in 33 performance categories before being certified for solo patrol duty. After completion of the FTO program, each officer is assigned to work as a solo patrol officer.

When working a watch, field training officers have the dual responsibility of providing police service in their assigned beats, as well as conducting training and evaluations for new officers. On top of those responsibilities, all training officers are a part of the department's recruitment team. As members of the recruitment team, each officer has additional duties including; the creation of recruitment materials, traveling out of town to recruit potential applicants, creating advertisements and proctoring oral board interviews, just to name a few.

This year has been extremely busy for the FTO program. The department started off the year with numerous unfilled police officer positions. On top of that, 3 of our officer's are serving overseas in Afghanistan, which made our staffing levels extremely thin. Obviously, the pressure was on for the department to hire and train as many new officers as possible. Each of the training officers stepped up to the challenge and the department was able to hire 6 new officers as of this date.

In addition to the above mentioned staffing issues, 3 out of our 4 Field Training Officers were newly assigned to their position in 2011. This made for a steep learning curve for the new training officers. Again, these officers rose to the challenge and 5 officers successfully completed the Field Training Program and were assigned to patrol in 2011.

The Eureka Police Departments Field Training Officers are commended for their dedication to duty, and for helping to shape the future of the Eureka Police Department one recruit at a time.

On a Personal Level:

THE SILENT - "THANK YOU!"

As Law Enforcement Officers we are use to seeing, hearing, and dealing with the worst of the worst, the nastiest of the nasty, and the lowest of the lowest people and situations that plague our community. We do it day in and day out and for most of us we have become numb to our surroundings. We volunteered for this line of work. We were not drafted or forced to place the badge on our chests, we chose the profession and all that it entails. Unlike Firemen, people are not always "Happy" that we are around. I tell Officers, if you wanted to be liked for what you do, you should have become a Fireman. (This is not meant in any way as disrespect to the Fire Professionals.)

There are days you write a person a ticket and they curse you up one side and down the other and blame you for their children not having enough money for food now or money for gifts at the holidays. There are days you have to take children into protective custody and listen to them scream for their parents, who you arrested for God only knows what. There are days you assist an abused spouse and you think you're doing the right thing by arresting and removing the aggressor and the next thing you know you are now under attach because, "That's not what I wanted!" Then there are those days you have to deal with suicides, homicides, deaths of natural causes, deaths of unknown causes,

missing kids, missing people, wanted people, people that want to hurt you, people that threaten you, and people that threaten your family and your way of life. There are days that really make you wonder if it is really worth it? Does anyone actually care that we are out here and putting our lives on the line for them, knowing that we may never make it home to see our families again, kiss our significant others, or tuck our children into bed? There have been times in my career and the careers of my peers that it seems like a life time since the last time we heard the words, "Thank You."

There is strong support for our Police Department in this community. It is usually not as out spoken as the people who have the incredible disdain for EPD or government in general and I for one understand why. A lot of the people who support us in our efforts are working people, are stay at home parents who have their hands full with their children, school, sports, etc... They are people who don't have a lot of free time on their hands to get involved in mindless blogs and articles. And when they do get involved it's because they are fed up with all the negativity they hear and see and then they want their feelings heard. They also get involved in times when something has happened that has brought a hardship to the department such as; a police shooting when an Officer has to take a life to protect theirs, an Officer is injured in the line of duty just doing their job, attacks on Law Enforcement in general across this country, and definitely when an Officer passes away.

Recently though, I have noticed a change in our community. I have had countless community members and visitors alike approach me, strike up conversations, ask me how I am doing and tell me to "Be Safe!" I've had people tell me there is no way they could do what we do. People ask how we deal with all the problems we face and see in our community and then tell me, "They don't pay you enough!" Some people thank us for a specific incident we may have just resolved and other just want to say "Thank You" and the reason behind it is silently understood by both the giver and the receiver.

On the 10th anniversary of September 11th this year, I had just pulled away from a drive up coffee shop and was stopped by a male citizen who had been in line in front of me and had parked his car and waited for me to get my drink. This citizen wanted to pay for my coffee and I respectfully declined. I don't think he understood why so I spent a second to explain it to him. He then reached for my hand and took a strong grip, looked me in the eyes and said, "Thank You." It wasn't for anything specific, but asked that I relay his appreciation to the other members of the Department.

Then there was the citizen at CVS Pharmacy parking lot. I had noticed an elderly gentleman who was having difficulties making his way in his wheelchair back to his residence at Silvercrest. It was pouring down rain so I stopped to assist. I ended up pushing him back to his residence and ensuring he was cared for upon our arrival. I returned to my car, probably 15 minutes later. As I returned I noticed a man parked in a car near my patrol car. He yelled to me and told me that was "Really kind of me." I wasn't sure what he was referring to and he clarified by telling me he was referring to my interaction and assistance with the gentleman in the wheelchair. I never got the citizen's name but I appreciated the fact that he took 15 minutes out of his day to wait for me to return to my car to share his appreciation.

Then there is the silent "Thank You!" These are expressed in many forms. There are the citizens who wave (with all their fingers) as we drive through their communities; people who acknowledge us by smiling or nodding their heads in approval. Children who stop what they are doing and wave as you drive by. There are the letters to the Department, the quick commendations left by phone or submitted in writing. There are the flowers, the food donations, the chocolates and candies at the holidays and others that I'm sure I'm forgetting. Then there are those anonymous citizens, usually just ahead of you or behind you in a drive thru, that pay for your coffee and drive off not wanting any recognition, but leave with a wave or smile you can see in their rear view mirror.

I know this quarterly report doesn't really share the details of my crew's performance or the Department's performance over the last three months but I felt this information was important to share, not only with the City Council, other City Departments, and community members who may read this report, but with the dedicated members of the Eureka Police Department. Tough times will come and go. We will have good days and bad days, and experience events that will have a profound effect on

our careers and our lives. But through it all, there will be those in our community who support us in one way or another and will have our backs during any fight. This is why we do what we do, day in and day out, and do it to the best of our abilities. So to our supporters, "Thank You!"

Stay Safe and God Speed,

- Sergeant Brian Stephens

CRIMINAL INVESTIGATIONS SECTION



Major Cases:

During the time frame of this quarterly report, the Criminal Investigations Section either initiated or provided follow up investigations on over 65 felony cases.

CIS also reviewed and investigated over 55 cross reports forwarded by either Adult Protective Services or Child Welfare Service.

The following is a summary of some of the higher profile cases handled:

Case Number 3C11-4950:

On 7-6-11, Eureka Police Department's Criminal Investigative Services detectives investigated a double death scene. Both of the deceased were well known, long time street addicts. Initially it was thought the two died of heroin overdose but the autopsy lab results showed the two died of opiate based prescription narcotics. Each had a lethal dose in their blood. Those who sold the two the prescription narcotics have not been identified.

Case Number 3C11-5476:

On 7-25-2011 at about 1728 hours, the Eureka Police Dispatch center received calls concerning a traffic collision that took place on H Street and 14th Street. As the information was being obtained from the callers, the dispatchers began receiving calls that shots had been fired at the scene of the collision. Officers were dispatched to the scene.

Upon the officers' arrival, they located a red SUV which had collided into the rear of a parked vehicle. Officers contacted the driver of the red SUV and discovered that she had several gunshot wounds. Emergency medical personnel were summoned and the driver was treated and transported to St. Joseph ER. Upon inspecting the red SUV, officers saw that there were several gunshot holes into the windshield of the vehicle.

While the victim was being treated, officers began securing the crime scene and identifying witnesses. Detectives and evidence technicians soon arrived to process the scene. Based on witness interviews, it appears that a silver sedan and the red SUV were traveling s/b on H Street at about the 1000 block, when the red vehicle rear ended the silver sedan several times. As this took place the driver of the silver sedan fired several shots through the rear window of his vehicle into the windshield of the red SUV. The silver sedan then fled southbound on H Street, while the red SUV drifted into a parked vehicle.

One of the witnesses to the incident noted the license plate number of the silver sedan and relayed that to Detectives. A data base check of the registered owner of the silver sedan revealed a possible address for him at the 800 block of H Street in Eureka. The silver sedan was located parked across the street from this location.

Officers set up a perimeter around the location (an apartment building), while a request was made to the Humboldt County Sheriff's Office for the deployment of their SWAT team, due to the violent nature of the incident.

A search warrant and arrest warrant was sought and obtained for the registered owner of the silver sedan. The registered owner was identified as Mark Anthony Nelson. Nelson is a Black Male Adult, 6-1, 180 pounds, with black hair and brown eyes.

After obtaining the warrants the apartment building was evacuated and the occupants were offered alternate housing arrangements, until it was safe for them to return.

After the apartment building was evacuated, Nelson's apartment was breeched by the SWAT team. A search of the apartment was conducted, but Nelson was not there.

Nelsen turned himself into Law Enforcement the following day. The victim survived her injuries. The case is still under prosecution.



Case Number 3C11-5597:

On 7-30-2011, officers responded to a reported arson. It was discovered that a Transient's bedding was doused with ignitable liquid and ignited while he was still under the bedding; he escaped with minimal injuries. A possible suspect has been identified, but there is insufficient evidence to make an arrest. The case is ongoing.



Case Number 3C11-5920:

On 8-11-11, the commercial fishing boat, "Mandy J" was burglarized. The surveillance cameras captured pictures of the suspect. EPD investigators, based on tips, sought a parolee as the suspect. When the parolee found he was wanted for a crime he did not commit, he came down to EPD for an interview. It was determined the suspect identification was a "bad tip". This crime remains unsolved.



Case Number 3C11-6233:

On 8-23-2011, Charles Fondren admitted to investigators that he had been sexually abusing a 6-year old child. A CAST interview resulted in more alleged sexual abuse disclosures by the victim, which Charles later admitted. Charles later pled guilty in Humboldt Superior Court.

Case Number 3C11-6612:

On 9-5-11, four juveniles entered the Bayshore Mall through one of the bayside back hallways. The four juveniles, stopped at the entrance to the mall's main corridor. Three acted as look outs while one subject mixed a "Works" bottle bomb. The four then ran from the mall. The bomb exploded causing concern but no damage. All was captured on a surveillance camera. An EPD investigator identified all four subjects and gained full admissions. Charges were referred to juvenile probation.

Case Number 3C11-7078:

On 9-23-2011, officers were dispatched to a reported shots fired call at the 3300 block of I Street in Eureka. Upon talking to witnesses it was determined that after the suspect vehicle had pulled alongside the victim's vehicle, the suspect brandished a firearm. The suspect then fired several shots into the air. After the shots were fired, the suspect vehicle fled the scene.

Officers searched the area and located the suspect vehicle abandoned in the Cutten area of Eureka. A search of the vehicle located a firearm inside. As a result of the investigation, probable cause was developed for the arrest of Shiloh Chase in connection with this investigation. Chase was taken into custody on 10-3-2011.



CIS/Evidence Section:

During this quarter, CIS/Evidence processed numerous vehicles, residences and cellular phones, along with numerous crime scenes.

The evidence developed from this processing has been critical to the prosecution of numerous felony investigations.

CIS personnel are recognized countywide not only for the quality of their investigations, but for their skills in evidence processing. One such example is that on 7-29-11, EPD Criminal Investigative Section Detectives assisted state parole officers by accepting and processing evidence on a parole violation that occurred in the Hoopa area. On occasion, State Parole will make a fresh arrest case that requires evidence processing and storage. As a result of this case, both parolees pled guilty to felon in possession of a firearm.

Another case of note, in 2002, biological evidence was collected during the investigation of a sexual assault of 13-year old female. In 2011, a match was made of the DNA in the biological sample with the DNA collected from a 38-year old Eureka resident (aged 30 at the time of the assault). This case is still awaiting final confirmation of DNA match.

Missing Persons / Runaway Juveniles:

The Missing Person/Runaway Juvenile Unit has received 80 new reports this quarter. This is down from the previous year by approximately 88 reports. 40 juveniles have been cited for W&I 601 and there are 6 open cases.

One of the more interesting cases involved a 72 year old female who was reported missing by her 80 year old brother in April. The brother had last heard from his sister in 2004. He had mailed her a Christmas package but it was returned to him. The woman lives a transient lifestyle and has been known to sometimes hitchhike to Oregon and back to California. She was reported as having mental problems. Several letters were sent to her last known mail box and all but one was returned. Checks with other agencies and a NCIC Off Line Search were negative for contacts. Checks at hospitals and mental agencies were negative.

Early in September the missing woman came into E.P.D. and brought in the letter that had been mailed to her early in the investigation. She was cleared from the missing persons system.

Personnel:

The Criminal Investigations Section's (CIS) continues to operate at minimum staffing. This was due to the promotion of Detective Michael Guy to the rank of Sergeant. The position he held has yet to be filled due to department wide staffing shortages.

Training:

During this quarter, Criminal Investigations personnel attended training in tactics, legal update, photography, missing persons, and firearms investigations.

Purchases:

During this quarter, the Criminal Investigations Section was assigned a 2011 Ford Escape to assist Detectives in responding to rural parts of the county when conducting follow-up on felony investigations.

CIS also purchased a cyber camera, to allow teleconferencing with out of the area agencies and to assist in contacting out of the area victims and witnesses. The camera was recently utilized by an Oregon Agency to interview a witness that lives in Eureka.

COMMUNITY RESPONSE / POP UNIT

STATISTICS FOR THIRD QUARTER 2011:

The following are some approximate POP Unit statistics for the period of 07/01/11 - 09/30/11.

45 arrests made.

6+ E.M.C. citations issued.

5 search warrants served (POP originated).

\$16,556.00 cash seized.

2 weapons seized (1 stolen firearm, 1 other).

64 grams of heroin seized (approximately 2 ¼ ounces).

Smaller (gram) quantities of other controlled substances such as methamphetamine and cocaine seized.

66 marijuana plants seized plus approximately 3 pounds of processed marijuana.

28+ narcotic investigations initiated/conducted.

20+ assists rendered (Patrol/CIS/other agency).

2 neighborhood watch meetings attended.

9 CIT (Community Improvement Team) inspections conducted.

131 Housing Authority background checks conducted (POP PSO).

4 crime prevention presentations/activities conducted (POP PSO).

SPECIAL ENFORCEMENT OPERATIONS AND ACTIVITIES:

During this quarter, the team's special operations & activities included (among others):

Internet Prostitution Sting (targeting call girls using internet based solicitation) – 7/13/11.

Street Prostitution Sting (targeting street walkers in high prostitution complaint areas) – 7/20/11.

National Night Out Event (crime & drug prevention awareness, community partnerships) – 8/02/11 (PSO).

Maximum Enforcement Operation (neighborhood complaint based – drugs & nuisance) – 8/04/11.

Graffiti Clean-up Day Event– 8/11/11 (POP PSO).

Transient Camp Sweep (major) – 8/23/11.

Maximum Enforcement Operation (neighborhood complaint based – drugs & nuisance problems) – 8/31/11.

Transient Camp Sweeps (two - targeting smaller, specific areas) – September 2011.

Narcotic search warrant services: 1) 7/28/11 - 2505 Garland St. (marijuana grow house), 2) 8/11/11 - 1326 M St. (meth and heroin sales), 3) 9/21/11 - 2626 Union St. (heroin sales).

Non-narcotic search warrant service: 8/04/11 - 2525 Hubbard Ln. (marijuana-related home invasion robbery investigation).

Non-narcotic search warrant service: 9/28/11 – 2936 Union St. (forged/fictitious checks investigation).

TRAINING:

POP personnel attended the following training classes/courses during this quarter:

Informant Management – Redding, 7/06/11 (3X11, X45, X60).

Combat Mindset (officer survival) – Sacramento, 8/01/11 (3X45).

California Gang Investigators Association (CGIA) Annual National Conference – Anaheim, 8/02/11 thru 8/05/11 (3X45).

Basic Internal Affairs – College of the Redwoods, 8/16 thru 8/18/11 (3X11).

Collective Bargaining Seminar - San Diego, 9/26/11 thru 9/29/11 (3X60).

ADDITIONAL ACTIVITIES:

Two POP Unit detectives, who are also members of the County's Multi-Agency SWAT team, were sent to Fort Bragg to assist with the search for a homicide suspect the week of 9/04/11 – 9/07/11.

SELECTED CASE SUMMARIES:

The following are some selected POP cases from the third quarter of 2011:

Garland Street Grow House Raid



On 7/28/11, at about 2:30 PM, investigators with the Eureka Police Department's Problem Oriented Policing Unit (POP) executed a search warrant at a residence on the 2500 block of Garland Street, Eureka. The warrant was obtained after the landlord reported finding an active marijuana grow in the residence during a visit there due to his tenants not paying their rent.

No one was home at the time the warrant was served. Investigators located and seized 32 maturing marijuana plants, approximately 3' – 4' in height in one bedroom and 34 small starter plants in an adjoining bathroom. (66 plants in total). In a second bedroom, investigators found pots for approximately 66 more plants that had been recently harvested.

Additionally, several hazards associated with the illegal grow were identified. The growers had cut holes through load bearing walls, floors, and ceilings for ventilation, electrical wiring, and watering. Several exterior doors and windows were boarded up, creating additional fire escape hazards. Officials with the Building, Community Development, and Eureka Fire Departments responded to the scene to assist. Due to the fire hazard from illegal wiring to power multiple grow lights and fans, the power meter was pulled.

The grow was determined to be well outside the provisions of Eureka's Medical Cannabis Ordinance. Additionally, no valid Proposition 215 notices were posted or located in the residence. The owner/landlord appreciated EPD's assistance with removing the illegal grow from his property, and he wasted no time in cleaning-up his property for new tenants.

Prostitution Sting Operations



On 7/20/11, POP investigators conducted an undercover operation focusing on the prostitution problem in the Old Town area of Eureka. This was the second operation of this type that month.

The operation consisted of an undercover officer, posing as a potential solicitor of prostitutes ("a John"), who would drive through a high prostitution area of town. When approached by a suspected prostitute, the undercover officer would record any solicitations made by suspected prostitute, and then allow them to enter the undercover vehicle. The prostitute would then be driven to a specific location where they would be arrested by waiting officers.

As a result of the efforts of this operation, eight (8) females were taken into custody and booked into the Humboldt County Correctional Facility on charges of prostitution, along with other associated charges. All but 2 of the females were from the Humboldt County Area and their ages ranged from 22 to 53 years of age.

Earlier this month, an undercover operation was conducted focusing on those utilizing the internet to solicit and set up “meetings” for the purpose of prostitution. As a result of that operation three (3) females were taken into custody. Their ages ranged from 19 to 33 years of age.

The Eureka Police Department recognizes that prostitution’s affects are far reaching to the community as a whole. This illegal activity spawns various types of crimes, encourages human trafficking, and increases the spread of sexually transmitted diseases. The Eureka Police Department also recognizes that it is not solely the prostitutes that bring this blight to our community, because just as the illegal sale of drugs comes down to supply and demand, so does prostitution. This being the case, the Eureka Police Department will not only target those who provide this illegal service, but also those who are willing to pay for it.

Parole Search Nets Heroin, Arrest for Drug Sales

On 9/08/11, at about 1:44 PM, POP investigators conducted a parole search at a residence on the 3200 block of Pine Street, Eureka. POP had recently received information that the resident, **JOSHUA SCOTT VANDYKE** (35 of Eureka), was selling heroin.



When investigators knocked on Vandyke's door and announced their intent, he refused to open the door but instead ran away from the door to the bathroom. Detectives then broke down the reinforced door, entered the residence, and detained Vandyke after he ran into the bathroom.



During a subsequent search of Vandyke's residence, detectives located approximately 42 grams (1 ½ ounces net weight) of suspected tar heroin packaged for sale in 14 individual baggies. Detectives also located and seized \$480.00 cash (suspected drug sales proceeds), a digital gram scale, and drug use paraphernalia (hypodermic syringes, “cooker spoons” etc.). It appeared Vandyke had been in the process of weighing out and packaging the heroin for sale when investigators arrived. Vandyke was arrested and transported to the Humboldt County Jail where he was booked for possession of heroin for sale, possession of drug paraphernalia and hypodermic syringes, resisting/obstructing/delaying an officer, and parole violation.

Neighborhood Complaint-Based Maximum Enforcement Operations

On 8/04/11 and 8/31/11, investigators with Problem Oriented Policing Unit conducted “maximum enforcement” operations targeting specific neighborhood problem houses within the City of Eureka. Over 20 locations were targeted based upon on-going complaints EPD/POP had been receiving about suspected criminal activity occurring at these residences. These complaints included allegations of suspected drug use and dealing, as well as neighborhood nuisance problems.

A total of 9 suspects were arrested for various offenses including outstanding warrants and drug related charges. An additional suspect was also cited and released on warrants and another subject was cited and released for Eureka Municipal Code violations.



John Michael Trapp (36 of Eureka) was arrested for several outstanding warrants at a residence on the 1300 block of M Street, Eureka. Trapp initially hid from officers in a locked back bedroom, but he was taken into custody after investigators forced the door open and found him hiding underneath a pile of clothing. Trapp's warrants (3) alleged offenses including providing false identity to a peace officer, driving without a license,

unlawful possession of a hypodermic syringe, being under the influence of a controlled substance, possession of drug paraphernalia, and possession of a controlled substance (\$50,000.00 felony bench warrant). He was booked into the Humboldt County Jail.



Aaron James Bramlett (27 of Eureka) was arrested for drug related offenses at an apartment on the 1200 block of 6th Street, Eureka. While speaking with Bramlett about the complaints stemming from his residence, investigators found several hypodermic syringes and two “cooker” spoons in his living room. Bramlett admitted to being an I.V. methamphetamine and former heroin user. He was transported to the Humboldt County Jail where he was booked for unlawful possession of hypodermic syringes and drug paraphernalia.



James Travis Derryberry (50 of Eureka) was arrested at a home on the 1200 block of A Street, Eureka after investigators found a small quantity of heroin and drug paraphernalia in the residence. Derryberry was transported to the Humboldt County Jail where he was booked for possession of a controlled substance, possession of drug paraphernalia, possession of hypodermic syringes, and maintaining a place for purposes of drug use/sales.



Crystal Nicole Stewart (30 of Eureka) was also arrested and transported to the Humboldt County Jail for outstanding warrants at the same residence on the 1200 block of A Street.



Ronda Sue Hayes (48 of Eureka) was arrested at a residence on the 1600 block of G Street, Eureka, after she was found to be trespassing on the property. She was taken into custody at the property owner's request. After being removed from the property, Hayes was cited and released for misdemeanor trespassing and outstanding warrants (the warrants allowed Hayes' release on her own recognizance).



Leya Marie Phetsomphou (31 of Eureka) was arrested at a residence on the 2200 block of 'E' Street for an outstanding counterfeiting-related misdemeanor warrant.



Joseph Duane Pinkard (36 of Eureka) and **Tasha Lynn Uber** (34 of Eureka) were arrested on felony drug charges at a residence on the 500 block of West Del Norte Street. Investigators located small quantities of suspected methamphetamine and heroin during a search of the bedroom they shared. Pinkard and Uber were transported to the County Jail where they were booked for possession of a controlled substance, possession of drug paraphernalia and hypodermic syringes, and maintaining a space for drug use/sales. Pinkard was also arrested for parole violation.



On 8/31/11, at approximately 12:20 PM, a POP detective also stopped a Ford Ranger pick-up truck being driven by **Jeffery Lee Loranger** (64 of Fortuna) on the 1200 block of Broadway. Loranger had made an unsafe lane change and his vehicle's registration was 7 months expired. Loranger was determined to be unlicensed and on active parole for possession of marijuana for sale. During a search of his vehicle, the

detective located over \$11,000.00 cash (10 separate hand-banded bundles) inside a Christmas gift bag on the passenger floorboard. Over ½ ounce of processed marijuana was also located in the truck. Loranger did not have a medical marijuana recommendation (Proposition 215). Loranger was arrested and transported to HCCF where he was booked for unlawful transportation of marijuana, being an unlicensed (and uninsured) driver, parole violation and miscellaneous other traffic infractions. Humboldt County Drug Task Force Agents also responded to seize the cash (suspected illicit drug sales proceeds) for asset forfeiture proceedings.

A 48-year-old Eureka woman was also cited and released for a Eureka Municipal Code violation (improper occupancy) at the same 'E' Street residence after two subjects were found sleeping in her detached garage. The garage had been illegally converted to a living space where she was allowing individuals to stay. Investigators located drug use paraphernalia in the garage, including a meth pipe.



Additionally, investigators visited 3 rooms at a motel on the 4200 block of Broadway where tenants rent rooms on a month-to-month basis. A small quantity of drug paraphernalia was destroyed and one subject was cited and released on traffic related warrants. The residents of two of the rooms were referred to the motel management for eviction proceedings related to suspected drug activity there.

Union Street Narcotics Search Warrant

On 9/21/11, at about 2:22 PM, investigators with the Eureka Police Department's Problem Oriented Policing Unit executed a search warrant at a residence on the 2600 block of Union Street, Eureka. The warrant was obtained after the POP Unit developed information residents there were selling heroin from the property.



During a search of the residence, investigators located and seized approx. 21 grams (or ¾ ounces) of tar heroin, over \$4,700.00 cash (suspected illicit drug sales proceeds), digital gram scales, drug sales packaging materials, and a stolen .40 caliber Springfield Armory XD semi-automatic handgun with ammunition. The handgun had been reported stolen during a recent residential burglary in Eureka.



Residents **Derick Johnathan McElroy** and **Ashley Rose Stogner** (both 22 of Eureka) were arrested and transported to the Humboldt County Jail where they were booked for possession of heroin for sale and possession of stolen property.



Transient Camp Sweeps

On 8/23/11, from about 10:00 AM to 3:45 PM, the POP Unit conducted a pre-planned transient camp sweep of greenbelt areas within the city limits. The sweep was in response to on-going, persistent citizen and business complaints associated with the numerous homeless encampments in these areas.



Over the years, these homeless encampments have been a source of numerous criminal and environmental problems, including felony and misdemeanor physical assaults, sexual assaults/rapes, arson, assaults with a deadly weapon, homicides/attempted homicides, robberies, thefts, criminal threats, aggressive dogs, and various drug related crimes among others. Homeless individuals are themselves frequently the victims of these crimes. Another often overlooked area of great concern is the tremendous environmental damage that is being done to the marshland and streams via illegal dumping, littering, and improper human/animal waste disposal.

John Shelter of the Northcoast Resource Center runs a volunteer clean-up program called "New Directions," which frequently works with the City of Eureka/EPD in cleaning-up these camps. Shelter told officers involved with the sweep today that over the past 1 ½ years New Directions has removed approximately **128,000 pounds (64 tons)** of trash from the marshland areas within the City of Eureka. This roughly equates to the filling and removal of a 20-yard dumpster a week. Shelter attributes this garbage to illegal dumping and campers. Shelter pointed out that New Directions has also helped to relocate 42 homeless individuals to more permanent housing locations (placement with motels, assistance centers, family, friends etc.).

During the sweep, officers contacted a total of approximately 23 illegal campers in greenbelt/marshland areas along the bay from Hilfiker to West Del Norte Streets, in Cooper's Gulch, along 6th Street between T & V Streets, behind the Humboldt County Library, in the 2200 block of 4th Street, and in the Henderson/Fairfield area above Broadway. 4 subjects who had been previously warned or cited for camping were issued citations for illegal camping (E.M.C. section 93.02(A)) and admonished to move or they would face arrest for trespassing. Additionally, one of the subjects was also cited and released on an infraction warrant for camping. The others were given verbal and/or written warnings to vacate the area.

EPD's new Homeless Liaison, Pamlyn Millsap, accompanied officers during the sweep and offered "linkage and referral" services to those who were contacted. This included giving the individuals information about the local resources and services available to them.



A Freakin' 5-Burner Gas Barbeque!!



Living "One" with Nature



A Repeat Offender Gets a Ticket



Another Beautiful Camp

Graffiti Clean-up Day Event a Success



On 8/11/11, between approximately 10:00 AM and 3:30 PM, the first **"Graffiti Clean-up Day"** was held in the City of Eureka. This volunteer event was sponsored by the City of Eureka, the Eureka Police Department's Problem Oriented Policing Unit (POP), Eureka High School Multi-Cultural Club, Eureka Rescue Mission, Eureka Main Street, Deo's Sandwich Shop, City Garbage, and Shafer's Ace Hardware. Using donated labor and materials, citizen volunteers and participants from these organizations partnered together to remove graffiti from properties within the City that had been vandalized with spray paint and other substances.

Approximately 22 people participated in the event. The clean-up crew included students from the Eureka High School Multicultural Club, two citizen volunteers, three representatives from the City of Eureka Redevelopment Department, a City of Eureka Maintenance Department employee, and an EPD Police Services Officer (PSO) from the POP Unit. The Eureka Rescue Mission and Eureka Main Street also worked in a separate team focusing on graffiti removal in the Old Town area.

Graffiti was removed at the following locations among others:

Amphitheater
Rear of 1601 Broadway, Sport & Cycle
Rear of 1310 Fifth St, Shell Station
929 Koster Bus Stop
Rear of 1711 4th St, Patriot Station
531 Summer St.
1103 McCullen Ave.
Mercer Fraser
J&L Towing



The amphitheater had been vandalized extensively and took the most time to clean-up. All pillars and bench areas were repainted. Graffiti on trash cans, electrical boxes, sidewalk, and steps was also removed. According to PSO Jocelyn Haske, the graffiti clean-up day was definitely a success. The amphitheater in particular was greatly improved.

Nancy Vellis with the Redevelopment Department had this to add: *"I would like to thank Scott Mauroff for organizing the Eureka High School Multicultural students. They did a terrific job and showed great spirit."*

Another clean-up is planned for Spring 2012.



1711 4th St. – before & after

Traffic Section Overview

July 1st - September 30th, 2011

During this Quarter the Eureka Police Department took 202 traffic collision reports. There were numerous other collisions that were minor and non injury or on private property that officers responded to that were ultimately handled civilly between the involved parties. During these situations no police report was made.

Out of the 202 collision reports taken this quarter 87 people were injured. These injuries ranged from fatal injuries to minor complaints of pain. One motorcyclist was killed when he crashed while riding intoxicated on Broadway near 15th street. 10 days prior a Cal-Trans sub-contractor was run over by a vehicle while he was sitting in a ditch on the side of the road (construction zone) updating electrical

wiring. The worker had no pulse and was not breathing. His co-workers quickly rendered aid by performing CPR bringing him back to life. He remains in critical condition in an out of the area hospital.



The driver of this BMW was hit as she was proceeding westbound on Wabash. The driver of the other vehicle failed to yield the right of way to her as he tried to cross Wabash on California street. She sustained minor injuries.

<u>Traffic Collision Summary</u>	<u>This Quarter</u>	<u>Last Quarter</u>
Total Collisions	202	188
Fatal Collisions	1	2
Injury Collisions	60	51
DUI Collisions	14	10
Bicycle Collisions	5	5
Pedestrian Collisions	7	8

Areas of Concern

Between November 2010 and September 2011 there have been THREE fatal traffic collisions and TWO major injury collisions on Broadway. All of the collisions occurred on Broadway between 14th Street and Harris Street.

There was one fatal collision this quarter. The collision involved a motorcyclist who was twice the legal blood alcohol level. He crashed into a building on Broadway at 15th street.



The driver of the white truck sustained minor injuries after it rolled when hit by a red light runner on 14th and "I" streets.

Office of Traffic Safety Grant

The 2010-2011 OTS grant came to an end September 30th 2011. The grant provided funding for specific overtime traffic enforcement :

Red light enforcement
Speed enforcement
DUI patrols
DUI checkpoints
Intersection patrols (high number of collisions).

This grant purchased 4 radar reader signs that have been used through out the City of Eureka to help slow down speeders.

The Eureka Police Department applied for and was awarded another Office of Traffic Safety Selective Traffic Enforcement Program (STEP) Grant in the amount of \$80,463.00. The funding will be for the 2011-2012 fiscal year and provide the same specific overtime enforcement patrols, funding for 4 more radar reader boards, and a laser radar unit.

Total Number of Citations Written

<u>This Quarter</u>	<u>Last Quarter</u>
827	891

Total DUI Arrests

<u>This Quarter</u>	<u>Last Quarter</u>
75	92



Police and Fire Communications Center

Training:

Jennifer Dennison attended the 24 hour Emergency Medical Dispatch course from August 24-26, 2011.

Michelle Reyna-Sanchez attended the 32 hour Critical Incident Response Training for Managers and Supervisors from September 6-9, 2011.

Jennifer Dennison attended the 120 hour Public Safety Dispatcher Basic Course from September 12-30, 2011.

9-1-1 Calls:

Below are the July, August and September statistics for 911 calls that each PSAP in Humboldt County received.

Arcata Police- 1,534

California Highway Patrol- 14,348

*CHP Humboldt PSAP answers 911 calls from the California/Oregon border to Willits.

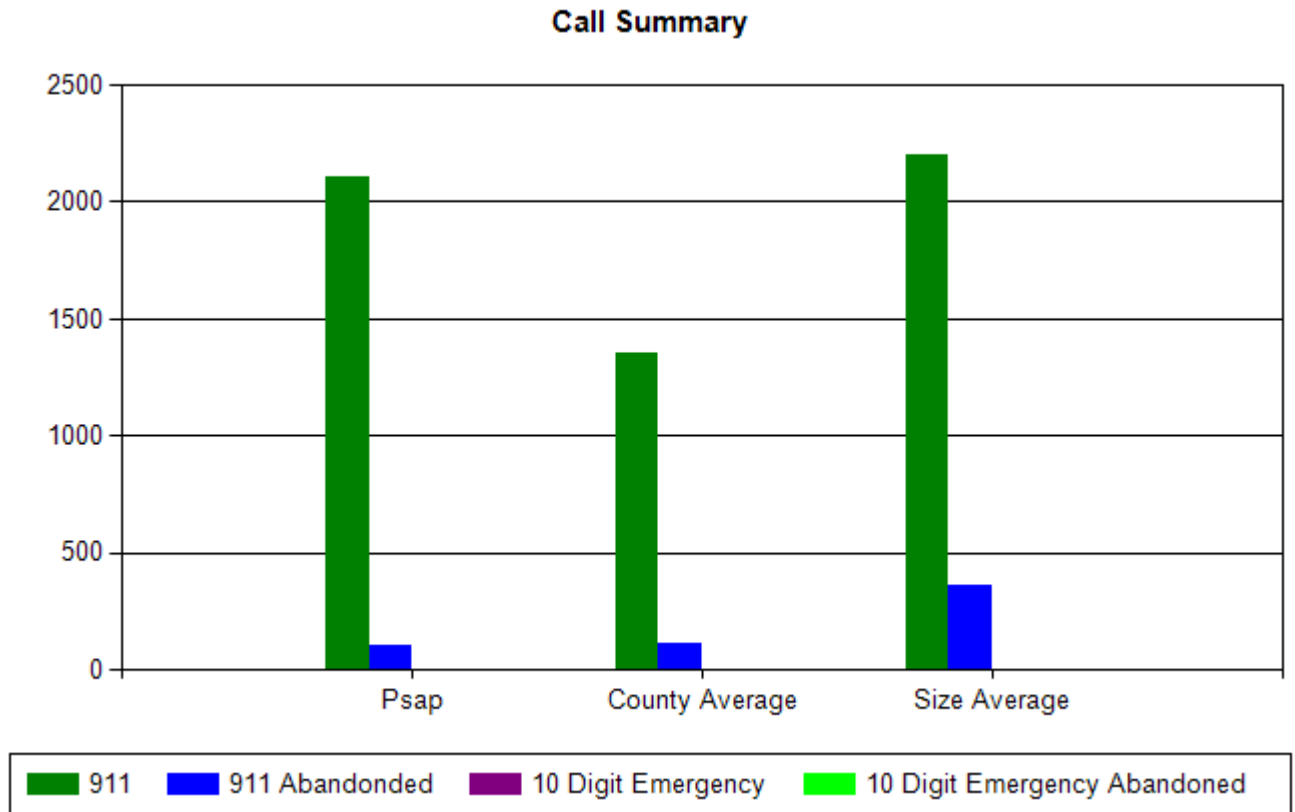
Eureka Police and Fire- 6,241

Fortuna Police- 1,426

Humboldt County Sheriff's Office- 4,376



911 calls to Eureka Police and Fire PSAP compared to the County average and other agencies the same size as Eureka Police and Fire PSAP- July, August, September 2011:



EMD- Emergency Medical Dispatch

Our dispatchers are trained in Emergency Medical Dispatch. 10% of our medical calls are reviewed, which averages approximately 40 calls a month, and 100% of our calls involving Pre-Arrival Instructions (such as CPR, Childbirth, and Choking) are reviewed which can be any where from an additional 5-8 calls per month. Our percent accuracy for this quarter is 95%, meaning that our medical calls are handled with an average of 95% accuracy. 4 of our dispatchers averaged over 98% accuracy.

A Day under the Headset of a Dispatcher

I'm tired, I had a trainee for six weeks three or so weeks ago but it feels like yesterday because I'm still trying to get my mouth to work as fast as my head when speaking on the radio, or vice versa, I have tried more than 6 times to write something down for the quarterly report.... I'm wracking my brain and nothing is there, (figuratively speaking.... I hope).

Such is the day of a dispatcher, some days are so slow that you could literally count the flecks of black color in the rug, others are so busy with phones and requests and radio traffic that you finally remember the soup that you put in the microwave 4 hours ago because you were STARVING! Was that really 4 hours ago? Wow where in the heck did the time go? I'm going to have some good stories to pass on to the girls tonight, but I better write them down because as soon as I leave the building I literally forget what I did for the day. Is this a bad thing, an age thing, or just a way to deal with the stressors of the job? Did I really snap at the officer on the radio for mumbling? Shoot. Did I really get impatient at the uncooperative caller because they wouldn't tell me where they were, well I can't help if

I don't know where you are, right? Was that ME sighing at the Engine because I couldn't hear the last 3 transmissions, oh no that was THEM sighing at me because I couldn't hear the last 3 transmissions...

Did I say I was tired? (Laugh out loud) Oh busy stress filled day, I love you. I'm excited to come to work and not know what will be on the other end of the phone. I like knowing that even though I may never know by someone telling me, I have surely made a positive difference to someone at some point. I truly appreciate having a job, this job. So I'm sorry I can't come up with anything for the quarterly report this time, but Brittany, you can have the soup I left in the microwave.

Traci Gouthier

RECORDS SECTION

Two birthdays were celebrated – Dee McGraw and Marlyse Wilkins!
Happy Birthday again ladies!



UPDATE ON SUSTAIN Sustain is an updated Superior Court of California County of Humboldt System. Sustain will help find dispositions of cases quickly and efficiently before return of property is released, reports are released, etc. Yes, we always researched the cases prior to release but Sustain will make it quicker and easier! Currently, a Records employee has to go to the Humboldt County District Attorney's office to access their Sustain System once a week. Having our own system will make our department more efficient. *We are in the process of paying our fees and have installation and training within the next quarter!*

August 1st Chief Harpham received a letter from State of California, Department of Justice regarding our Criminal Offender Records information audit results. DOJ audited a random sample of 88 inquiries from December 2010 to March 2011. Our department used proper use of route fields indicating an awareness of the importance of documenting the "need to know" when accessing ACHS (Automated Criminal History System). DOJ commended our department's continued compliance with statutes and regulations governing the use of criminal history information. If our department were to fail to meet strict criteria our DOJ ACHS license can be pulled and our agency would be no longer able to access criminal history. This is vital in running a police department. Thank you, everyone, for your professionalism and attention to detail making this audit successful. Without you our department would not stand as a trophy icon for other agencies within the state by DOJ.

SCHOOL RESOURCE OFFICER - EUREKA CITY SCHOOLS

You may think that our Eureka City Schools are closed and slow in the summer months. But you would be oh so wrong my friends. If you were to come by any of the schools you would find the custodians very hard at work. These are the months that they are able to do their major repairs, painting, re-surfacing the floors etc. They are a very hard working group who deserve a lot of credit for keeping our schools in the beautiful shape and appearance that we see.

You may have noticed that the Eureka City Schools District Office has moved. The new district is now located in the old Marshall School building. Work crews have been busy all summer putting up new walls, stringing in new cables, and splashing on new paint. Those crews did an amazing job. The place looks great, with new offices and a new entrance that is almost finished. Oh yea, I forgot to mention one thing, we have a new Superintendent of Schools. Greg Haulk left ECS and took a job closer to his

family down south. Mrs. Lee Ann Lanning is our new Superintendent. Mrs. Lanning was promoted to that position and in my opinion is the perfect person for that job. Think about being responsible and in charge of 5000 students and another few hundred in staff. That to me sounds like an extremely difficult task. But Mrs. Lanning makes the job look easy which most definitely is not. ECS has nothing but great things ahead with Mrs. Lanning as our Superintendent.

You will also find that our ECS Summer School Session is up and running at this time. This year summer school was held at the beautiful Zane Middle School Campus. The summer school Principal was Martin Goddi. This was Mr. Goddi's first assignment in an administration role. Mr. Goddi did an outstanding job and is now the full time Assistant Principal of Zane Middle School. This year's summer school was four weeks long and had a total of 175 students. The students were able to gain the extra credits that some needed and others went just because they love learning.

Another activity that happens during the summer months at Eureka High School is the strength and conditioning program that is put on for the EHS football team. Head coach Garrett Montana supervises this program and as you can see by our weekly football scores is very successful. Montana has a great relationship with his players and they respect him as well as he respects them.

Eureka City Schools has hired a new Gang Reduction Intervention Program (GRIP) coordinator. GRIP is a program that works with at risk youth in our schools. The new GRIP coordinator is Scott Mauroff. Scott has started out strong and is not letting up. During the summer, Scott headed up the school's recycling program and was able to turn trash into \$1,500.00 for the GRIP program. Scott also put together and met with EPD Chief Mural Harpham about participating in a city wide Graffiti removal day using GRIP students.

At Eureka High School we also have our LINK program. This program is made up of students who have been at EHS for a few years. These students are called Link Leaders. This group of students volunteer their time in the summer to help the new incoming Freshman that will be attending EHS better understand high school life. They give tours of the campus and explain to the new students how things work at EHS and where they can go for assistance. They also assist the new students with their schedules and where their classes are on campus.



AUGUST 24, 2011 a day that will live in new freshman's lives forever. They are now at the big EHS campus. They have waited their entire educational careers for this day. We had a great first day school at all of our schools. There was the normal first day jitters for both students and parents. But after everybody got used to their new classes, teachers, and campuses things are going great. Our sporting teams are up and running and are all doing fantastic as usual. Our various school clubs are full of new students as well as many returning students. Our Elementary schools are very busy as you would expect with new students starting school for the first time. I can guarantee you one thing, if you are having a bad day or are just plain grumpy, go to one of our elementary schools, check in, then walk around. The kids there will most certainly bring a smile to your face and will make your heart happy. They have an endless amount of energy and smiles that are sure to turn around the worst of days.

Zane Middle School welcomes a new Principal. Dennis Scott was hired during the summer and Mr. Scott comes to ECS from the Redding area. My first meeting with Mr. Scott was at Zane's first dance. Mr. Scott brings with him a wealth of experience and knowledge. He also brings a fresh look at how we

may handle certain situations, and that is always a good thing. I know that with Mr. Scott's arrival Zane Middle School is in great shape.

Overall we are looking forward to an exciting and fun adventure at the city schools this year. We have some new people, people who have been promoted, and people we have come to know for years. All in all things are great at the Eureka City Schools.

SRO Chris Jenkins

VOLUNTEERS

The Eureka Volunteer Patrol and other volunteers were busy again this quarter totaling 323.5 hours of service to the community. The Volunteer Patrol consists of 8 members who each average approximately 16 hours per month of service. In this quarter, they covered 919 miles, performed 23 vacations checks and responded to 1 residential requests for extra patrol. The Volunteer Patrol is not funded by the Police Department and relies on donations from appreciative and grateful Community members and organizations. This quarter, they received \$215 in donations.

Our Volunteer Reserve Officer Mike Stephen, a full time state Parole agent, logged in 87 volunteer hours this quarter performing background investigations, assists in Patrol, DUI checkpoints and many areas as requested and as an advisor for our Explorer POST 104.



- Through the City website, a commendation for Officer John Gordon from the parents of a young man who just got off the bus at 1:30 in the morning to visit a friend who was being arrested just at that moment. The young man was panic stricken and was stranded with only a few dollars to his name. The parent called several motels but they could not accept credit cards over the phone, only in person. Not knowing what else to do, the parent called EPD for advice. The dispatcher was kind and understanding and dispatched Officer Gordon to talk with the son. Officer Gordon went to speak to the managers at a local hotel to ask if they could be a little bit flexible in this situation. They agreed and the young man had lodging for the night. After further conversation with Officer Gordon, the family decided the son would fly back home later that same day. The family was very appreciative of the efforts of this department and specifically Officer Gordon, for the "care and keeping" of their son and the sweet dispatcher who sent the Officer and put them together that night.
- To Officers Jon Luken, Officer Chris Jenkins and Gary Whitmer and Sgt. Mike Guy from a suspect's neighbor, to thank them for taking action against the suspect and helping make the area better and his wife very happy.
- To the Eureka Volunteer Patrol members from Suzanne Nickols to thank them for their professional vacation check of her home while she was away. She was told by neighbors that the Patrol not only made frequent drive by's, but would get out of their vehicle and walk around the house to check everything. She plans to use the service again in the future and donated \$50 for the Patrol.
- To Officer John Gordon from a citizen who lost a favorite piece of jewelry somewhere in the street. He went above and beyond the call of duty and actually tried to locate it in the dark. Amazingly, he found it!
- To members of the Eureka Police Department from Charlotte McDonald, Director of Eureka Main Street to thanks all those who participated in the 4th of July festivities in Old Town. Their assistance make the annual event safe, fun and successful.

- To Chief Murl Harpham from Linda and Mike Kearsse to express appreciation for his taking the time to meet with them and listen to their concerns.
- To Senior Administrative Assistant Mary Kirby from Nicole Spencer of the Sequoia Park Zoo Foundation, to thank her for gathering items to raffle for their recent Zootini fundraiser.
- To Police Service Officer Jocelyn Haske from Sgt. Steve Watson to commend her for her very generous participation in the National Night Out event that was held at the Target parking lot. The NNO is designed to heighten crime and drug prevention awareness, generate support for and participation in local anticrime programs, strengthen neighborhood spirit and police-community partnerships, and send a message to criminals letting them know that neighborhoods are organized and fighting back. PSO Haske was largely responsible for planning, organizing and implementing the local NNO event. It was very successful and even garnered positive front page coverage from our local paper.
- To Officer Travis Anderson from Detective Patrick Bishop. During a 13 hour POP team maximum enforcement operation targeting locations that the unit and the department had received several complaints about, Officer Anderson had readily volunteered to accompany and assist in the operation. He assisted in a search warrant service, conducted searches of each person contacted by the unit, was assigned as the breacher and was not hesitant to breach a door open with one strike which is paramount in such situations, and used sound tactics and judgment throughout the entire operation. He is commended for his continued willingness to assist POP and is commended for his professionalism and officer safety during the entire operation.
- For Officer Tim Jones, from a mother of a small child at the emergency room at St. Joseph Hospital. She had take him there with a broken arm and they struck up a conversation with Officer Jones, who shared stories of his son and his own injuries that he overcame. His compassionate and caring attitude toward her son made him forget about his injury. As a pre-school teacher, this mom was thoroughly impressed by Officer Jones' demeanor while talking with her son. He showed he is a citizen, "just like the rest of us."
- To Officer Andrew Endsley from Sgt. Bill Nova, a commendation for his initiative and self-sacrifice in remembrance of the 10th anniversary of 9-11. Officer Endsley bought a new US flag and orchestrated a short observance, with his watch, with the posing of the colors on the morning of 9-11 in remembrance of the anniversary of the attack upon our country.
- To POST 104 Explorers and POST Advisors Reserve Office Mike Stephen and School Resource Officer Chris Jenkins from Sgt. Bill Nova to commend and thank them for the assistance they provided on Saturday, 9-10-11 in cleaning, power-washing and re-stenciling the EPD back parking lot. The Explorers and Advisors donated their Saturday to help bring this project to fruition. They worked diligently and without complaint scrubbing and washing down the parking lot in preparation for painting.
- To Police Records Supervisor Erin McBride from Danette Demello, Arcata Human Resources Director to thank her for her valuable assistance as part of an oral board panel for a Record Specialist position with the City of Arcata.



BRAGGING RIGHTS



This quarter anonymous citizens of Eureka expressed appreciation to the men and women of the Eureka Police Department by generously extending sizeable donations. One donation was for \$3,000 as a thank you from a citizen who expressed his appreciation for the continued feeling of safety and security as years have gone by in large part to EPD.

Another sizeable donation was for \$2,776 from an anonymous contributor who wanted to honor the memory of public safety personnel on the event of the 10th anniversary of 9-11.

It is with heartfelt gratitude that we thank ALL citizens who donate funds...in any amount... to the many areas of our department, from the Volunteer Patrol to the K9 fund to the Crime Prevention fund. The generosity and support of our citizens is appreciated and helps maintain morale, by assuring that our personnel know their efforts are noticed and recognized in such a generous way.

NEW HIRES, PROMOTIONS, SPECIAL ASSIGNMENTS AND SEPARATIONS



Officer David Chapman



Officer Shawn Sopoaga



Officer Tim Cooper



PSO Jessica Schwend



Project Manager Lisa Pulver



Temp Gen Maint Aide Andrew Kime

NEW HIRES, SPECIAL ASSIGNMENTS

David Chapman – Police Officer

Shawn Sopoaga – Police Officer

Linnea Haycock – Communications Dispatcher (photo next quarterly report!)

Jessica Schwend – Police Services Officer

Tim Cooper – Police Officer

Lisa Pulver – Program Manager

Andrew Kime – temporary General Maintenance Aide

SEPARATIONS

Ryan Bontty – Police Officer

Memo

To: David Tyson, City Manager
From: Paul Rodrigues, Finance Director
Date: September 30, 2011
Re: Finance Department Quarterly Status Report

The following activities and accomplishments took place in the Finance Department during the months of July through September, 2011.

Sales Tax Revenues: Sales tax totaling \$1,536,810 was received during the quarter ending September 30, 2011. This amount represents a 5.5% cash basis decrease compared to the same quarter last year.

Transaction and Use Tax: TUT totaled \$451,683 for the quarter ending September 30, 2011. This represents a 2.5% cash basis increase compared to the same quarter last year. Effective April 1, 2011, the "Measure O" TUT was implemented. The City received \$857,883 on the cash basis during the quarter ending September 30, 2011. These revenues are not included in the \$451,683, and will be tracked separately.

Finance Advisory Committee: The FAC held 3 meetings during the months of July through September, 2011. Current FAC projects primarily consist of City budget policy recommendations and prioritization of Capital Outlay Projects. Additionally, the City Council assigned the oversight of the Measure O funds to the FAC.

Annual Financial Audit: The firm of Caporicci & Larson (C&L) from Walnut Creek was selected to perform the City's audit for the June 30, 2010 through June 30, 2012 fiscal years. C&L began their preliminary field work during the 4th quarter of 2010 and returned in January 2011 to complete their fieldwork for the audit of the fiscal year ending June 30, 2010. As of September 30, 2011, the auditors have still not completed the audit, although the financial statements have been completed and are in C&L's Quality Review division. Staff expects draft financial statements by the beginning of November, with the audit being finalized by mid November. Due to the aforementioned difficulties with C&L, staff has disengaged from C&L for the remaining two years and has engaged the City's previous auditors, Moss, Levy & Hartzheim to perform the City's audit for the next three years. ML&H began their preliminary field work during the 3rd quarter of 2011 and is expected to return in November 2011 to complete their fieldwork for the audit of the fiscal year ending June 30, 2011.

2011-2012 Budget: The City Council approved the 2011-2012 budget at the July 5th 2011 Eureka City Council meeting. Staff is pleased to have presented a "balanced budget", a credit to the City Council and all City departments.

IT Report:

- IT staff configured and installed a Granicus Streaming Server to deliver Council Meetings and other filmed meetings through our website.
- IT staff replaced 36 workstations (>5 years old) with new Desktop and Laptop computers.
- IT staff improved Fiber connection on EPD side of EPD-EFD link (hope to improve EFD side with VOIP proposal; new router required).
- Replaced non-reliable wireless connection in Council Chambers with more reliable, faster, and secure wired connection. Wireless still available but not mission critical. More reliable connection necessary to control Granicus Streaming Server during Council Meetings.
- Upgraded Spiceworks Helpdesk System Software.
- Continued working on delivering higher-speed wireless communications to more of the City's satellite buildings that will provide better network connectivity as well as eliminate recurring costs associated with paying Sudden Link or AT&T for service. Implementation should be completed in the 3rd quarter of 2011.
- IT Staff helped to set up equipment to facilitate the evaluation of a new vehicle camera system (Watchguard 4RE) for the Eureka Police Department.
- IT staff completed 208 requests for service through verbal and email requests and the Help Desk System.



Eureka Fire Department 2011 3rd Quarter Report

Chief's Report

Chief Ken Woods



The third quarter of 2011 ushered in a new era of cooperation between the City Fire Department and the Humboldt No.1 Fire Protection District with the agreement and implementation of a joint Chief's position. Though discussions have been on-going for over 50 years, the decision was agreed to by both governing bodies to combine the Chief's position into one with the overriding goal being the full consolidation of both departments in the future. Funds have been committed by both the City and the District from the savings from combining the Chief's position to move forward with a consolidation study which will outline the most efficient and beneficial ways to consolidate the organizations into one fire agency. Work by the consultant will begin in late October and will be conducted in several phases over several months.

In connection with the move toward consolidation, a committee made up of members of both fire departments was formed and is in the process of taking steps to begin to consolidate various operational functions including Prevention, Investigation, Volunteers and Duty Officers which currently exist as separate programs in both departments. The committee will be working on a new mission statement for the new organization with the overriding goal being Customer Service. As we move forward we will be working hard to eliminate duplication and operate more efficiently always keeping in mind that customer service is why we are here.

During the third quarter the department, working in conjunction in with Humboldt Fire District, we responded to several significant emergencies that not only taxed our resources but clearly highlighted the benefits of specialized training that members of both departments have received. The first of these



involved a fully loaded logging truck that went off Kneeland Road coming to rest on a very steep slope with the driver trapped inside the cab of

the truck. The extrication of the driver was complicated by the load of logs which was scattered above the trapped driver and the need to secure these prior to removing the victim. The extrication was also hampered by the position in which the truck tractor came to rest against a tree and the heavy make-up of the trucks construction. Crews worked for approximately one and one-half hours to dismantle parts of the truck in order to successfully extricate the driver who was transported to the hospital with major injuries.

Additionally the department responded to a partial roof collapse at the St. Vincent DePaul building on Sept. 8th in Old Town. Roofers, while replacing the roof, had piled a large amount of roofing materials onto one location of the roof and the added weight caused one of the main supporting beams within the structure to



collapse. Fire crews assessed the situation and the newly formed Humboldt Urban Search and Rescue Team (HUSAR), made up of members from the Eureka, Humboldt No.1 and Arcata Fire departments, were called to assist in shoring up the building thereby eliminating any further damage or collapse. The HUSAR team worked in conjunction with regular department personnel over a 14 hour period to mitigate the emergency and stabilize the structure.

Both of these incidents not only highlighted the department's ongoing commitment to continually broaden our mission by receiving specialized training and equipment needed to handle these

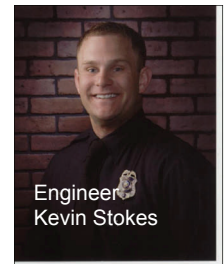
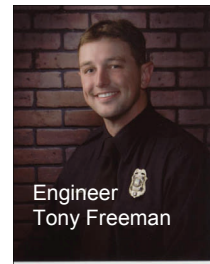
Chief's Report

types of emergencies, but also once again showed the high level of cooperation that exists between EFD and HFD. The positive outcome to these calls clearly demonstrated the return on our investment of being properly trained and equipped to deal with incidents that are not the "normal" type of emergency we respond to but exist within our community.

Another example of this ongoing specialized training and ever widening mission is the recent development of our water rescue program. Specific members of both departments, with a background in water related experience, recently received training and were equipped with dry suits and specialized gear to perform water rescues on all types of water within our jurisdiction including the bay, rivers, creeks and streams. This new program is a great asset for our area given the amount of water exposure and potential for water related emergencies.

Additionally the department will be adjusting its response procedure by down staffing the headquarters engine and in its place fully staffing the ladder truck with a crew of 4. The purpose of this trial is to determine how to better respond to calls with a fully staffed apparatus that can respond to a wide range of emergencies without the need for two separate units responding. The information developed from this trial will help us to determine what type of apparatus is best suited and the most capable to replace the 1977 Sutphen ladder truck which is well beyond its operational efficiency as we move forward into the 21st century.

Finally the department was proud to announce the promotion of three of its members after an extensive testing process. Engineer Nick Lanius was promoted to Captain and Firefighters Tony Freeman and Kevin Stokes were both promoted to Engineer.



As you can see the third quarter presented some new challenges and opportunities for Fire. Members of both EFD and HFD are excited about where our departments are going together and the benefits that will come from consolidation.

Respectfully, Ken Woods

Prevention

Asst. Chief Rusty Goodlive

This quarter the Fire Prevention Bureau continued our education, enforcement, investigation and other activities. We were pleased to participate in several new project developments and welcomed the opening of our new Fisherman's work building. Our personnel were active in the community promoting the department's mission of Prevention, Education, Preparation and Emergency Response.

We submitted our Assistance for Firefighters grant request for the installation of fire alarms and sprinkler systems in our fire stations. Unfortunately, we also received notification that our grant request for an electronic based field inspection program was denied. We look forward to finding alternate methods for providing this enhanced service to our community.

Both Prevention Officer Laidlaw and I attended out-of-town training this quarter. Captain II Laidlaw attended a meeting of the Northern California Fire Prevention Officers in Santa Cruz and I attended a class on flammable liquids and gases.

Prevention

Below you will find reports for various fire prevention and related activities for the quarter.

Enforcement / Abatement Issues

We continue to work with the Building Department, City Attorney's Office, PD, and other departments on the City's multi-property enforcement cases. This involved several warrant service inspections and follow ups as well as attending various meetings. Notable properties inspected this quarter included the Budget Inn and two residential properties in the 1400 block of West Avenue.

The Squires enforcement actions were mostly deferred this quarter while waiting for a court ruling. The ruling came in late in September placing several properties in receivership and was immediately appealed. The status of the case is currently unclear to me.

Property / Development Issues

Several significant projects are in progress or were completed this quarter, including:

- Schneider Marine Terminal
- Open Door Clinic, Tydd Street
- Tennant Improvement, Bayshore Mall
- Lost Coast Brewery

Public Education and Events

Our most significant public event of the quarter was the annual Fourth of July festival. Our involvement began early with the permitting of the consumer fireworks stands and storage units. This year we collected \$1725.00 in permit fees. We were fortunate this year as the public display supplier chose a location out of the City for their distribution warehouse. This is a hazardous occupancy and difficult to provide an appropriate location.

We performed a "pre-load" inspection of the public display fireworks on the barge prior to the vendor loading the fireworks, and another "pre-fire" inspection with the barge in place with the fireworks loaded.

The Old Town Festival is another significant Fourth of July event. Prior to the festival we inspect and

permit the booths to insure compliance with safety requirements. We continue to maintain a public education presence throughout the festival. In the evening we perform fireworks enforcement patrols, including partnering with Police for foot patrols.

A variety of fire and life safety presentations were presented this quarter. Businesses frequently request our assistance in emergency and evacuation planning and fire drills and this quarter was no exception. Every year Costco requests our assistance with extinguisher training during their employee appreciation and training day. The dorm staff at College of the Redwoods also received their annual fire extinguisher training.

Public Events

- Fourth of July Festival
- Woofstock, Halvorson Park
- Cruz-n-Eureka, 2nd Street
- Freedom First, Arkley Center
- Blues-by-the-Bay, Halvorson Park
- Pride Parade, 1st Street

Several significant public events are in planning. A 9-1-1 home safety education involving Congressman Thompson's office is planned for October 20th at Ridgewood School. The event features Paul Nicholson and his nationally recognized 9-1-1 training.

Eureka High School is planning an "Every 15 Minutes" drunk driving awareness program. This is a significant multi-agency event which presents dramatic examples of the consequences of drunk driving.

Fire Investigations

There were 8 investigation team level cases initiated this quarter. 2 were transient debris fires in an exterior alcove at City Hall. There were 3 structure fires investigated. This quarter there was only one vegetation fire behind Bayshore mall investigated corresponding to the reduced fire activity in that area.



Prevention

Inspection Activities

Fire Prevention Bureau Inspection Activities Capt. II Laidlaw and A/C Goodlive

	<i>This Quarter</i>	<i>Year to Date</i>
<i>Type of Inspection</i>	<i>#</i>	<i>#</i>
FPO Inspections this Month		
• Code Enforcement	5	19
• City Facility	28	32
• Construction / Occupancy	-	16
• Other (CIT)	5	19
Open Cases>28 Days		
• Permits		
• Fireworks	1	25
• Other Permits	70	70
Miscellaneous		
• Vacant Buildings	1	5
Totals	110	186

Fire Inspector Activities - Inspector Walser

	<i>This Quarter</i>	<i>Year to Date</i>
<i>Type of Inspection</i>	<i>#</i>	<i>#</i>
R1/R2		
• # Scheduled	90	306
• % Completed	97.78%	95.42%
• Open Enforcement	-	-
Licensed Facility Assigned		
• # Scheduled	12	41
• % Completed	58.33%	65.85%
• Open Enforcement	5	14
Commercial	-	-
Weed/Trash Abatement		
• # Cases Opened	66	126
• Total Open Enforcement	34	45

Fire Suppression Division Inspection Activities - Engine Companies

	<i>This Quarter</i>	<i>Year to Date</i>
Blocks Assigned	108	266
Total Businesses in Assigned Blocks	527	1,208
Inspections Completed	261	768
Follow Up Inspections	57	166
Referred to FPB	2	9

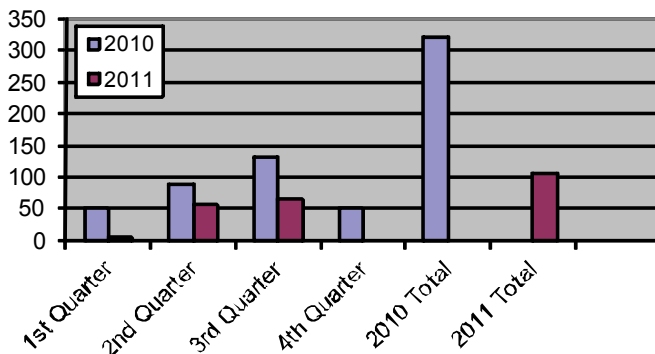
Prevention

Plan Review

	3rd Quarter	Year to Date
Number of Plans Reviewed	17	75
% Completed < 21 days	100%	97.33%
Number of Plans Approved	15	63
Amount Billed @ \$98.60/hr (Does not include 15% City Admin Fee)	\$3,338.30	\$10,966.00

Weed Abatement

Program activity: 66 cases opened this quarter totaling 105 over the year.



The number of new weed cases opened this quarter remained relatively steady, increasing from 56 to 66. The number of cases historically increases during the spring and summer quarters.

As a result of the council's strategic planning process, Fire, Building, and Community Development have begun discussions for clean-up and abatement strategies including neighborhood involvement.

Significant/Noteworthy Projects Reviewed

- Open Door Health Center; Including Mall 101 water main loop
- Shamus T-Bones
- Unknown Tenant- 3300 Broadway
- Target remodel
- Schneider Marine Terminal
- Maxon 3rd/G Three Story Office
- Lost Coast Brewery
- Humboldt Bay Wellness Center (Cannabis Collective)

Public Education Service

7/4, 16 hours, Old Town, Fourth of July Festival
 8/4, 8 hours, Crescent City, HMRT FRO Training
 8/9, 1 hour, Discovery Museum, Public Education
 8/15, 2.5 hours, C/R, Fire Drill
 8/17, 1.5 hours, 1807 3rd Street, Fire Drill
 8/29, 1 hour, Juvenile Hall, Public Education
 9/15, 2 hours, Costco, Fire Extinguisher Training

Haz Mat Response Team (HMRT)

There were no hazardous material incidents or requests for assistance reported to the HMRT during the month of September.

HFD #1 Captain Alan Gillespie is currently completing his medical clearance for participation on the HMRT. The Humboldt County Environmental Health Department and Cal-Fire are also working on participation.

The HMRT purchased a Photo Ionization Detector. A portable radio software program is currently being purchased. The software program will work for both the HMRT and EFD radios.

Prevention

Emergency Management (EOC)

The fiscal 11/12 budget contains the City's EOC budget, \$9500.00 for Citywide EOC training and supplies, as a Fire Department program. Traditionally, this budget is unspent and ends up as a end-of-year line item transfer into other accounts. It would be beneficial for the City to have an Emergency Preparedness Coordinator to coordinate EOC training and operations.

Other Issues

Our local public safety community lost a significant and long time member with the death of Cassie Burgess in September. Her many contributions to the safety of our community included the training of hundreds of our Emergency Medical Technicians, many years of ER nursing, teaching, public health child and woman's advocacy, and founding a local evidence collection team that directly led to the conviction of many sexual offenders. She was an example of so many contributors to public safety who work for the benefit of our community and not for her personal recognition.

Respectfully, Rusty Goodlive

Operations

Asst. Chief Bill Gillespie

The Third Quarter of 2011 was very busy at the fire department, and represented significant change within the organization. In addition to the normal activities ranging from emergency response, apparatus pump testing, cleaning and hose testing, the fire department also saw the departure of the FSO and a Fire Captain. We saw the appointment of a Fire Chief, Ken Woods, the promotion of Engineer Nick Launius to Fire Captain, and FF's Tony Freeman and Kevin Stokes promoted to Engineer following their successful completion of the Engineer promotional process.

Staff worked on finalization of contract negotiations for two employee groups, and research into the potential of a departmental redeployment and allocation of personnel positions. Work continued forward on potential departmental changes, including a truck trial set to run in the fourth quarter, as well as changes to the duty officer rotations that place the Captain II's as a duty officer from HQ, and place the four chiefs into a second duty officer rotation. Additional work centers on the process to make Eureka Fire Department and Humboldt Fire Protection District #1 a consolidated agency.

Collaborative work continues with Humboldt Fire District in a number of operational areas. Both departments continue to share a training officer position, and as noted above also share a Fire Chief. We are working together to implement consistent operational and fire ground policies and procedures. This quarter, the departments continue to collaborate on potential purchasing areas, where collateral duty holders discuss needs, and purchases are coordinated with vendors to work for better price quotes while maintaining each jurisdiction's respective purchasing requirements.



Another area of joint work with both HFD and AFD is through our mapping and target hazard project. All three are working with the same mapping software company, Iron Compass, to provide consistent mapping and target hazard information. It had been identified by Engineer Freeman in the process that a modern laptop was needed for him to be effective in his work. Following discussion with City of Eureka IT, an adequate laptop has been purchased with end of the fiscal year monies within the fire department, with the laptop scheduled for arrival soon.

Operations

During the quarter five new sets of Globe turnouts were received. There is still a need to replace a minimum of ten additional sets of turnout gear this year. Captain Flynn is transitioning into the PPE collateral duty assignee and is evaluating new sets of turnout gear from Janesville and Morning Pride. One demo set from each manufacturer is being sent to us for evaluation and testing. Captain Flynn is also investigating a lease purchase program with Morning Pride that would allow a fleet of turnouts to be purchased, with the total cost spread over a five year period with five annual payments. This would facilitate the replacement of all structural PPE, and allow current PPE to be held by personnel as a backup set of gear. Chief Woods is giving consideration to allowing personnel to purchase their own leather structure helmets, and three models have been obtained for consideration. Input has been received requesting the department contribute the cost of a plastic helmet to the purchase of a leather one; this will be entirely budgetary dependant, as our current helmets were purchased just over one year ago. On the topic of helmets, several plastic Bullard helmets have developed visible cracks. Captain Flynn is attempting to work with the manufacturer for a solution to the issue. Captain Flynn is also evaluating new styles of EMS jackets and wildland gear. He would like to purchase several sets of each soon as our inventory is low. Engineer Miller has completed inspection of our wildland fire shelters, and found all to be serviceable. Miller has identified the need to purchase four more sets of web gear with fire shelters to outfit both trucks. He has also identified the need to replace some wildland helmets and hose packs due to wear.

Beginning at the end of the Second Quarter in June and continuing through early August, our fleet of fire apparatus underwent annual pump testing by our crews. The City Corp Yard assisted by sending a fire apparatus mechanic to assist



with trouble shooting as available. Testing occurred at the Arcata Fire Protection's Mad River Station, as that was the closest adequate pump testing site in our local area. All apparatus passed pump testing. Captain Bakke reported that annual testing of the waterways of both trucks was also completed, with some minor seal repairs required which were completed in August. Annual apparatus cleaning and waxing also took place during the quarter. This activity involves the removal and inspection of all compartment contents, cleaning of the compartments, and inventory of the contents upon return. Other areas of focus include the cleaning of the engine and pump exterior, and aerials on the trucks.

Hose testing began during the quarter. It is reported that almost all hose has been inspected and pressure tested for the department, with a small amount of hose remaining on a few apparatus. Engineer Beddow is working to determine hose purchase needs for later in the year, and will be asked to coordinate with HFD for quote and purchase collaboration. One TFT nozzle was returned for repair after it was found that the repair costs were less than half the cost of a new nozzle. FF Butler continues to work in the hand tools and equipment realm with repair and replacement. Recently a few items were purchased for outfitting the truck during it's full staffing trial, including additional axes and Haligans. A new chainsaw was also purchased by Engineer McFarland. The saw was included in the 2011-12 approved budget, with a plan of budgeting one saw per year to allow saw replacement every 8-10 years.

The Truck Committee continues to investigate what truck option will work best for Eureka. The committee reports that they are compiling information received from numerous departments around the state on Quints, platforms, straight sticks, and tillers. More to come from the group. Captain II Hulbert submitted an Assistance to Firefighters Grant application

package in September requesting funding for replacement of the 1977 Sutphen aerial, and to move the 1994 Pierce aerial to reserve status.



1977 Sutphen Aerial

Operations

Engineer Chris Mitchell has been assigned the collateral duty of SCBA and Breathing Air. He worked previously as one of our SCBA repair technicians. Our fleet of SCBA's has fallen off warranty, and repairs are becoming more costly. Such has been the case over the past quarter. Also identified within our SCBA and Breathing Air program is the need to train another departmental member in repair of the MAKO air compressor. The department currently has only one trained repair person that is routinely able to complete minor repairs to the unit. Without trained personnel we must bring a repair person from Oakland each time a hose or other wear item is replaced. We will work to identify training options to get another person trained.



Numerous facility repair issues remain to be fixed during the quarter. Sheetrock at Station 3 was repaired during the 2nd quarter following plumbing repair in January. Painting by the crews has been requested of the repaired areas. Issues with the large garage doors at all three stations indicate replacement will be necessary in the not too distant future. The Headquarters roof is scheduled for repair, having been approved with the 2011-12 budget. Public Works is investigating possible issues with repairing the roof and repair of earthquake damage from 2010, and whether the roofing will impact disaster reimbursement. Sheetrock in the HQ shop also remains damaged and missing in places following significant leaks in the roof last year, and additional leaks in the roof occurring just after the end of the 3rd quarter. Our department continues to work with Building Maintenance to address these issues, though work has been slow due to numerous personnel within their division being off during the past year. Building maintenance has worked hard on critical repairs, with less pressing repairs deferred until funding and personnel are available.

The silent station battery backup failed twice in the last 3 months causing the alerting system to lose power. This has been fixed by replacing the battery backup with a more robust model. In addition, the maintenance crew has designed a power loss alarm for headquarters. No issues from the outside stations for silent stations.

The Headquarters 2010 earthquake damage estimate was received at an estimated \$172,000. An estimate to replace the Headquarters building in its current configuration was also received at a cost estimate of \$5.93 million dollars. This number is far below the amount as listed in the CIP list due to differences in cost per square foot, and in the total square footage used for the calculations. The CIP contains estimates for the increased area needed to store apparatus, and to adequately house the many additional services that the department currently provides.

Hilfiker Training site work continues. Regular maintenance mowing and road maintenance continued during the quarter. Captain Il Jelinek continued to work with Engineering on the drill tower lighting and electrical project. Plans were completed and a building permit has been issued. The City Council approved the award of the bid to Colburn Electrical, who began working on the project during the quarter. Funding for the project will come from the Joint Fire Services account and from \$5,000 donated last fall by PG&E that

was earmarked for the drill tower electrical improvement project upon receipt. Partway through the project it was determined by the contractor that the electrical service and panel located on the property prior to the project were significantly corroded and in need of replacement. This process was added to the existing project, and will likely also be funded from the JFS account. The project should be completed in early October.



Rescue Systems level 2 site accreditation continues to be a priority project for the Hilfiker Training site. This is being assisted by grant monies from the Department of Homeland

Security through the County Office of Emergency Services for the purchase of equipment. Level 2 site accreditation allows level 2 rescue classes to be taught at the training site. Currently there are a limited

Operations

number of RS2 accredited sites in California, and local personnel must travel at great cost to attend trainings out of the area. A large equipment item required for RS2 accreditation is a loader or all terrain forklift capable of lifting 12,000-15,000 pounds and dedicated to the site; used equipment and funding options are being explored. Also being pursued at the training site is the addition of a concrete pad along the training tower to allow crews to pull and deploy fire hose without dragging it through the mud. EFD is working in conjunction with Engineering to complete plans and specifications for a surface that will support our ladder truck. Design may be held until this winter due to workload, and for a possible roadway realignment that could impact our current roadway within the facility.

Captain Lynch has been attending the Medical Advisory Committee meetings. Local events occur which will have an impact on us directly and indirectly. Something that has been missed by the local fire departments was our opinion and thoughts on the most recent County Ambulance ordinance that was ratified by the Board of Supervisors in October of 2010. At the last meeting, I brought up the delay and spoke to the group, specifically requesting that when the next ambulance ordinance is reviewed the Fire Service has input. Captain Lynch expressed concerns about representation of Eureka in these discussions. In 2007 City Ambulance, Humboldt County Department of Health and Human Services and NCEMS began negotiations on a new ordinance and completed the negotiations in October 2010. Eureka Fire and Humboldt Fire District #1 were not contacted for input.

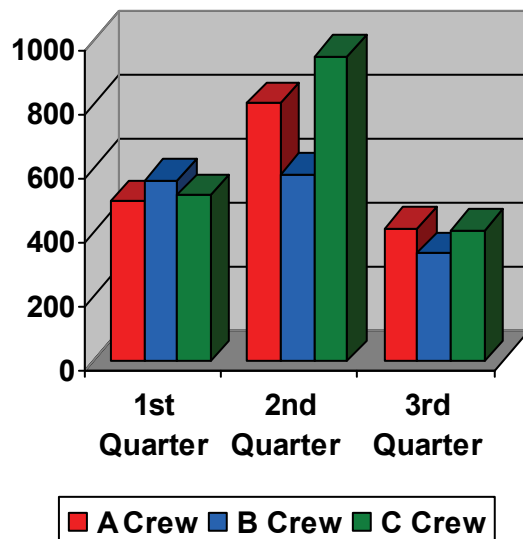
Captain II Emmons and Captain II Hulbert attended the Firehouse Software conference in Fort Worth, Texas, at the end of September. This is the second year they have attended and were able to see many more uses of Firehouse software. The most significant issues gathered from the conference were that we will need to update our Firehouse software and system. Firehouse is driving the industry and will essentially be transitioning to a web based, data storage and hosting format. The benefits to this are that we will not need to purchase storage or servers for use of Firehouse. The downfalls are that there will be significant costs to implement these systems. There will be needed changes to

CAD (CAD Monitor), Firehouse Software Programming licenses, potential MDT configuration and license purchases, and conversion of scheduling software.

Captain II Emmons reported that he has been trying to extract data for Captain II Robertson who is working on our ISO rating. He has found that we are lacking certain components of Firehouse Software which has prevented him from running the proper reports for the data needed. He has been able to extract the same information; however, it is then having to be combined through a review of hardcopies, thus reducing efficiency and leaving more possibility for error. He has also been working closely with HFD Battalion Chief Reynolds and Dispatch Manager Reyna Sanchez as we transition in to the staffed truck configuration. Some of the most significant issues were adjusting to include response areas, staffing configurations, coverage configurations, and issuing response matrix directives during the trial period. So far the dispatching and reporting for these incidents have worked without issue.

Captain II Jelinek has been very busy during the quarter with training related to our truck staffing trial, and consolidation items in general. He has also been working with County representatives on clarification of the funding agreement and mechanism for Target Safety. This work continues.

Training Hours by Shift

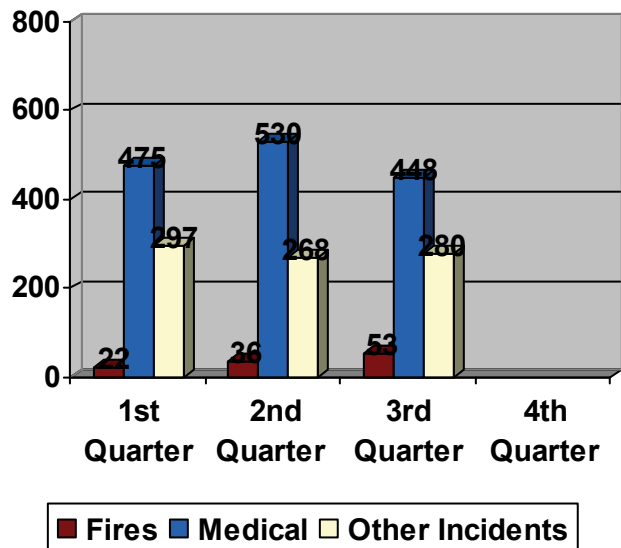


Operations

INCIDENT ACTIVITY

During the third quarter, EFD responded to a total of 781 calls for service. Fire calls represented 53 calls, 19 of which fell into the structure fire category. Overall estimated dollar loss from fires was \$216,422 for the quarter. Fire numbers were up from the first and second quarters 2011, with a number of fire responses for vegetation fires in the Palco March and Parcel Four areas.

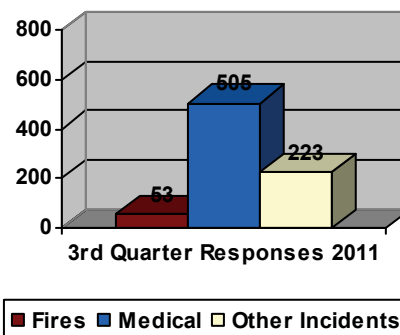
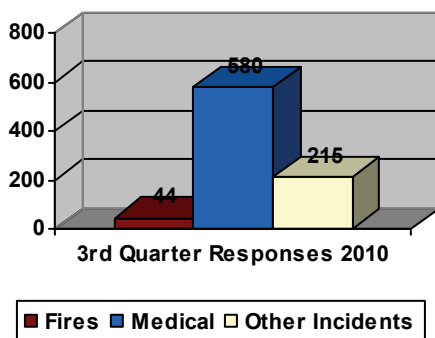
2011 Incident Responses



Emergency Medical Service (EMS) Incidents, including minor and major medical aids, traffic collisions, extrications and rescues, and lift assist calls accounted for 505 incidents. All other calls for service accounted for 223 responses.

As you can see, our call volume for the third quarter of 2011 was lower than the same period in 2010. The area where our volume dropped this quarter appears to be in a lower number of medical responses. These figures come from Firehouse data provided for the quarter.

Third Quarter 2010 vs. 2011



The quarter has seen many exciting changes to Eureka Fire Department, including the truck staffing trial, the move of the Captain II's to the duty officer role, and the pursuit of consolidation. We have also entered into a time frame where our incident responses are consistent between jurisdictions, the most significant of this being the same number of resources to structure fires.

I feel that the direction that our organization and Humboldt Fire District #1 are moving collectively toward consolidation is the right direction for us and the community. We are working together as we become one to continue to provide the best service possible to our customers.

Respectfully, Bill Gillespie

Quarterly Report

City of Eureka

July 1, 2011
through
September 30, 2011



PERSONNEL EVENTS AND ACTIVITIES FOR THIS QUARTER:

The Personnel Department performs a wide variety of tasks intended to provide high quality service to our employees, the organization and the public. This has been another busy quarter with many challenging tasks. We continue to see a large number of job applications submitted for available positions in the City, with **560** applications received this quarter. Nearly all available positions are currently allocated and budgeted, and became available due to employee retirement or resignation.

The high number of applications correlates to the number of job openings (11) and recruitments at the City, including public safety positions. It is also likely attributable to the large pool of candidates who qualified for available positions, and also likely because of continuing high national, state and local unemployment rates due to the sluggish economy. We look forward to working with all departments in maintaining the integrity of our recruitment processes within hiring practices mandated by federal, state and local law.

Other notable projects/activities coordinated through the Personnel Department this quarter include ongoing MOU negotiations with 2 of our bargaining units, staff training, ongoing recruitments, 13 worker's compensation claims, 9 new employee orientations, 63 performance evaluations, 9 volunteer applications, new position classifications, 44 medical histories, 186 personnel action forms from City departments, temporary disability, standards of conduct investigations, CalPERS coordination, drug testing, 8 parking permits, special circumstances leave, Family Medical Leave Act, Military Leave coordination, Health Care Affordability Act, Patient Protection and Affordable Care Act, health insurance benefits, employee assistance program (EAP), and others activities.

Our Personnel Department is administered by Director Gary M. Bird, Personnel Analyst II Jill Schoonmaker and Senior Administrative Assistant Kim Oswald. We are also fortunate to have the temporary services of Ms. Lorraine Davey to assist with the many ongoing recruitments in the department. We all look forward to maintaining service levels and continuing the tradition of excellence in the department during the coming months and years.

During these trying economic times, please do not hesitate to call on us if we can help with employment and retirement issues, benefits questions, employee assistance programs, or any other personnel/human resource related matters which may be of concern.

Thank you all for working so hard to make this City great, and for your continued patience and support as we strive to provide the highest quality customer service to our employees and the public!

NEW HIRES THIS QUARTER THROUGHOUT THE CITY

A **BIG** welcome to:

Community Development: Temporary Assistant Planner, Clifford “Lyndon” Powell

Engineering: Temporary Project Hydrologist, Randolph Klein

Finance: Temporary Accountant, Sherry De Stefano

Personnel: Senior Administrative Assistant, Kim Oswald.

Police: Police Officers David Chapman, Timothy Cooper and Shawn Sopoaga. Police Services Officer Jessica Schwend, Communications Dispatcher Linnea Haycock, Temporary General Maintenance Aide Andrew Kime,

Public Works Maintenance Workers Sean O’Brien and James Hale. Harbor Operations Technician Christopher Miller, Temporary Harbor Aides Debra McDaniel, Matthew West, Courtney Dexter and Alexander Bippus, Temporary Zoo Attendant Nina Nahvi.

Public Works Recreation: Emily Collom, Michael Davis, Merrisa Dolin, Joseph Dunn, Amber Grimes, Sarah Hail, Laura Hiesener, Kevin Huntley, Jillian Hurley, Nicholas Klein-Baer, Sonya Lauster, Kayla Lee, Cynthia Lewis, Casey Mansfield, Hannah Miyagishima, Brandon Morris, Nicole Reis, Jennifer Robinson, Halona Rude, Nicholas Sapunor, Corey Stollmeyer, Casey Weaver and Peter Whiteman.

A HEARTFELT CONGRATULATIONS TO THE FOLLOWING RETIREE

Sherry De Stefano, Accountant II
5 Years

Sherry has retired from full-time employment after working in our Finance Dept. for 5 years. Sherry is currently helping us part-time on a temporary basis, and she will be missed by her department and fellow employees, and by the public for whom she served so well.

DEPARTURES

The following employees have left service with the City, and we wish them only the best:

- Ken Weaver, Fire Captain
 - Ryan Bontty, Police Officer
 - Debra Olson, Senior Administrative Assistant
- *****

NEW HIRES / SEPARATIONS

All in all, **40** new employees were hired by the City, and **14** employees separated (including regular, temporary and seasonal employees).

Separations

3 Regular Full-Time
0 Regular Part-Time
11 Temp Resignations

PERSONNEL ACTION (PA) FORMS PROCESSED

A total of **186** PA forms were processed during this quarter. Personnel issued **80** Personnel Action Forms & 63 Performance Evaluation Forms to the following Departments:

<u>DEPARTMENT</u>	<u>PA'S</u>	<u>EVALUATIONS</u>
• City Attorney Office:	0	0
• City Clerk Office:	0	1
• City Manager Office:	0	4
• Community Development:	1	3
• Engineering:	0	4
• Finance:	3	5
• Fire:	6	11
• Personnel:	1	1
• Police:	9	29
• Public Works:	7	22
• Redevelopment:	<u>1</u>	<u>1</u>
	28	85

Personnel received **71** Regular Full /Part Time, and **115** Temporary Personnel Action Forms from all City departments. **9** Volunteers were processed for Public Works. **44** Medical histories were processed for volunteers and temporary employees. **8** Parking Permits were issued to employees and visitors.

PROMOTIONS

CONGRATULATIONS to the following employees who received promotions this quarter!

- Kristen Goetz: Associate Planner
- Kevin Stokes: Fire Engineer
- Anthony Freeman: Fire Engineer
- Nicholas Launius: Fire Captain
- Aaron Coyle: Recreation Coordinator
- Jan Gillespie: Administrative Technician II
- Jill Schoonmaker: Personnel Analyst II

RECRUITMENTS

EMPLOYMENT APPLICATIONS RECEIVED:

A total of **560** applications were logged and processed for various positions within the city this quarter.

NEW EMPLOYEE ORIENTATIONS:

9 employees participated in the new employee orientation, which involves preparation of files and paperwork related to salaries, benefits and various legal documents.

RECRUITMENT AND TESTING:

This was an extremely busy quarter for recruitments within the City. Personnel has administered the following recruitments between July 1 and September 30:

- Public Works Utility Maintenance Supervisor: 10 Applications were submitted. An oral board was conducted to establish an eligibility list, and an appointment has been made.
- Public Works Maintenance Worker I/II: 58 applications were submitted for review. A 2 day oral board was conducted to establish an eligibility list. The 5 top candidates were sent to department for interviews for 2 openings. 2 appointments have been made.
- Communications Dispatcher: 31 applications were submitted during an ongoing recruitment. An appointment has been made.
- Fire Engineer: 3 applications were submitted and a 2 day assessment center was conducted. 2 appointments have been made with 1 vacancy remaining.
- Police Officer: 68 applications were submitted during an ongoing recruitment. 2 appointments have been made.
- Community Development: Sr. Administrative Assistant: 61 Applications were submitted and screened. A 2 day oral board was held 10/21 & 10/22 to establish an eligibility list. An appointment has not yet been made.
- Community Development Sr. Planner: 51 Applications have been submitted and screened. An oral board is being scheduled.
- Firefighter: 285 Applications have been submitted and screened. A written test has been given at Redwood Acres and the top 20 candidates have been invited to participate in a two day oral board scheduled for November 2nd and 3rd.
- Fire Services Officer: 60 Applications have been submitted and screened. An oral board is being scheduled.
- Personnel: Sr. Administrative Assistant: A closed promotional recruitment was conducted with one application received. An appointment has been made.
- Deputy Public Works Director: A closed promotional recruitment is in progress.

EMPLOYEE TRAINING AND WORKSHOPS

- AFLAC is introducing a new product – Group Critical Illness. Our AFLAC representative, Karen DelAngelo conducted a series of workshops for employees to learn about the new product, ask questions and allow all regular full-time and part-time employees an opportunity to opt in or out, of the new program.
- CalPERS is now on line with their new myCalPERS computer system. The new system has been in development over the past three years. Several training sessions have been attended with the most recent in Redding.
- Humboldt County ERC: "THE ABCs OF SUSTAINING DISCIPLINE" and 'CHECKING REFERENCES: THE MOST IMPORTANT PART OF THE HIRING PROCESS.' Both training sessions were conducted by attorney Jack Hughes of Liebert Cassidy Whitmore, and were intended for supervisors. The City of Fortuna hosted both sessions the at the River Lodge in Fortuna.
- POST Dispatcher Proctor Training was provided September 27th by POST for Personnel staff.

LABOR RELATIONS/EMPLOYEE RELATIONS

The City is currently in formal negotiations with two (2) bargaining units whose MOUs expired at the end of 2010. The current MOUs will remain in effect until new MOUs are agreed to and adopted by the City Council.

DISCIPLINARY ACTIONS

Various disciplinary and complaint matters were addressed or resolved, or are in process of being addressed.

RISK MANAGEMENT

NEW WORKERS' COMPENSATION CLAIMS

16 work related injuries occurred during this period, resulting in 13 new workers' compensation claims.

LIABILITY INSURANCE

Our Liability Insurance Provider, HUB International issued a new manual and certificates for 2011 which meet the standard of \$2,000,000 liability coverage for the many events held on City property. Insurance documents and certificates were examined and/or issued to insure appropriate insurance coverage for use of City facilities. 8 estimates for liability insurance were provided and 4 special event liability insurance certificate were issued by the City of Eureka.

CITY OF EUREKA

PUBLIC WORKS 3rd Quarter Report JULY - SEPTEMBER 2011

PUBLIC WORKS ADMINISTRATION

Public Works Administration processed 389 service requests during the third quarter of 2011. They included 86 street related issues, 102 facility maintenance issues, 91 water distribution issues, 24 were related to sewer, 6 for wastewater treatment, 21 were park issues, 1 was related to stormwater, 3 harbor issues, and 32 items were addressed by administrative staff (which included encroachments, sidewalk issues and illegal dumping). Approximately 378 service requests were resolved during the quarter.

PARKS DIVISION

Sequoia Park

Within the Sequoia Park Garden, summer annuals looked great all summer, but have now started to go-to-seed as the perennials are also beginning their late season decline. The Dahlias are still flowering nicely and continue to provide a beautiful floral display that is attracting many fall visitors. Several new varieties were added to the Dahlia collection for this season.



At Sequoia Park Zoo, two memorial Japanese maple trees were planted along the main entrance fence line near the kitchen entrance gate.

The two large meadows west of the Duck Pond were tractor mowed to discourage encroachment by brush species and to reduce late summer fire hazard. The trail entrance gate was refurbished to improve operation and facilitate lockup.

Woodchip cushioning material donated by Green Diamond Corporation was installed at the Sequoia Park Playground by a crew of volunteers from Winzler and Kelly Engineering Group. Another 100 cubic yards of engineered wood fiber was purchased and installed under Sequoia Park play equipment by Parks staff. A new trash can was installed beside the Mutt Mitt dispenser near the Glatt Street fountain.

The California Conservation Corps is in partnership with the City of Eureka to perform Watershed Restoration Projects at Sequoia Park and Cooper Gulch Park. The spring-creek trail between the Duck Pond and the park maintenance yard is being upgraded with new wood steps and a rock reinforced gravel section. Winzler and Kelly engineering is helping to design a new system of steps/decks to climb up the steepest part of that trail.

Park Facilities

The Eureka Skate Park continues to attract a large number of skaters. Eureka Police Department officers provide daily patrols of the area while enforcing skate park rules and then close the gate at dusk. Park staff open the facility daily around 8:30 a.m. and maintain the skate park.

The California Conservation Corps has continued performing watershed restoration work at Cooper Gulch focused on installing wooden steps along steep trail sections to reduce erosion, replacing damaged trail culverts, applying cobblestone to protect drainage channels and repairing damaged trail sections. A new park bench was installed along the gravel trail leading from the parking lot to Cooper Creek.



At Carson Park basketball court, a new backboard was installed and both nets were replaced. Two Mutt Mitt dispensers were installed along the walkway at 20-30 Park. Irrigation system maintenance and regular turf mowing continues throughout all park facilities.

Park staff distributed 100 cubic yards of engineered wood fiber at park playgrounds throughout Eureka to enhance cushioning beneath play equipment.

Landscape Facilities

The Eureka Rescue Mission Crew pruned low hedges at the 1st and E Street parking area and removed several old trees that were in poor condition. Park staff removed the tree stumps. Eureka Main Street and the City of Eureka are working on a cooperative project to clean up and restore the Parklet at 1st and E Street.

Park staff planted two replacement street trees, a Tristania and a Magnolia, at the corner of First and E Street in Old Town. At 3rd and E Street, two Ornamental Pear trees were planted along with two Tristania trees at 5th and C Street near Fire Headquarters. Ten downtown tree wells were brought up to grade with fill dirt prior to installation of weedmat and mulch.



The Adorni Recreation Center shrub beds, sidewalks and gutters were string trimmed, weeded and cleaned out. The parking lot at Sixth and M Street was also trimmed and cleaned. Several planter bed sprinklers and valves were repaired near the Second and I Street intersection.

HARBOR DIVISION

Eureka Public Marina

The Marina slips were full as we continued into the salmon season as well as a steady flow of visiting cruiser vessels from various ports pulled into Eureka. The marina launch ramp was cleaned and the launch dock was pressure washed. The marina docks were pressure washed and piling caps were scrubbed. Eighty feet of whaler boards were replaced on the outside docks. Harbor staff serviced all 150 power pedestals including plug change outs and replacement of light bulbs. Plumbing repairs were made to “K” dock to repair the fire suppression units. New ventilation fans were installed in the men’s and women’s restrooms at the tenant facility. New Harbor Maintenance employee, Chris Miller, was hired and began work July 16th. His previous experience in working with the Harbor



District allowed for immediate immersion with little training time.

Waterfront Facilities

Waterfront Facilities were also busy with a variety of summer events. Most notably was the grand opening of the Fisherman’s Terminal building, which showcased the new seafood unloading facility and the variety of tenant uses. Harbor staff worked on the setup for the event and hung new banners and hardware along the C Street Plaza. The roof gutters at the Adorni were cleaned out and the walkway along the Adorni boardwalk was pressure washed. Several abandoned homeless camps were cleaned up along the waterfront at Commercial Street, Boardwalk, and East of Samoa Bridge. Graffiti under the Samoa Bridge was painted over multiple times.



Summer Events

Harbor Staff spent several weeks in preparation for the July 4th celebration including permitting, staging pyrotechnics, barge movement, and clean up. The fireworks display was a huge success due to the efforts of staff, volunteers, and donors. The summer concert series was also a hit with the new location at the foot of C Street. Each week staff would prepare the C Street Plaza for the event and clean up. Other events on the waterfront included the KEET Duck Race, Blues by the Bay, and the Chicken Wing Fest at the boardwalk.

Wharfinger Building



This quarter 55 events were held at the Wharfinger Building. Revenues for the month of July totaled \$3,130 with 10 events in the Bay Room and 8 events held in the Great Room. Along with our normal activities 1,401 people attended events which included a wedding, memorial service and class reunion. A total of 6 weddings and or receptions were held in the Great Room during the month of August along with our regular events. A total of 1,445 attended 7 events in the Bay Room and 13 events in the Great Room generating \$8,415 in revenue. As typical, the month of September was fairly slow with only 6 Bay Room events and 11 Great Room events generating \$5,175 in revenue.

Several City Sponsored events occurred in the month of September including the Coast Guard City Days Reception.

Our linen service continues to grow keeping staff busy washing drying and ironing when there is a break in their normal activities.

FACILITIES OPERATIONS DIVISION

During the quarter, facility inspections began for all City owned facilities. Repairs at City Hall included



lock and hardware service on all entry doors. Plumbing repairs were made on the sink in Room. 207 and 2nd floor restrooms. A new fencing enclosure was put up to keep transients from camping in stairwell off the boiler room. Several fires were lit in the stairwell next to the HVAC intake causing smoke to be drawn into the system.

Facilities staff made repairs to the heater and exhaust fan at EFD headquarters. Electricians repaired the power chord for engine charging at station 3. At EPD, repairs and adjustments were made to the

outside Pelco dome camera. Phone lines were changed to accommodate the personnel changes at the station. The custodial staff buffed and polished the floors in the briefing room and ran the carpet extractor.

Facilities staff tended to multiple traffic light concerns including signal box repairs at Harris & Harrison, Harris & K, and 7th & E. Pedestrian poles were knocked down and repaired at Henderson & H, and Fairway(Golf Course). Several temporary radar speed signs were moved to new



locations.



At the Zoo, troubleshooting of an electrical panel in the Secrets of the Forest called for replacement of a relay switch. Filters in the HVAC were changed throughout the facility. The irrigation pump for Sequoia Park was repaired as well as two urinals in the park restroom.

The Old Town restrooms were severely vandalized. The fixtures were replaced and the cinder block wall was re-installed after being knocked over. The door frames were welded and the locks on the doors were also repaired.

The Adorni Gym and Locker room repair project began in July. Maple flooring in the gym was removed for the dry out. Locker room shower valves were replaced and the drains were hydro-snaked. At the Red Cross, the porch overhang was repaired. The faucet and handrails were replaced in their restroom.

RECREATION DIVISION

Youth Programs

Summer Camps

The City of Eureka Summer Camp Programs offered outstanding youth programming, providing families with a safe and enriching option for summer child care. A variety of themes were enjoyed each focused on a different enriching topic including ***Friends Around The World, Journey Through Air, Space and Beyond, Mission Fitness and Fun, Junior Scientists, Sports Mania, Love Our planet, Be The Star That You Are*** and ***Splish Splash Party Bash***. Various community partnerships were cultivated, bringing several guest speakers to Summer Camp who offered youth educational experiences. Guest speakers included Michael Whiteley, a City of Eureka fitness instructor who facilitated ZUMBA with the campers, Harvest of the Month who educated campers about nutrition, Robert Zigler with the Astronomers of Humboldt who gave a presentation about astronomy, The Wildlife Care Center who brought live owls & falcons, the Eureka Fire Department who gave a guest presentation educating campers on fire safety, and the Recycling Center who made paper with the campers. Campers also enjoyed field trips to the Municipal Auditorium for roller skating, Sequoia Park and the Arcata Educational Farm. Special events included All Camp Events bringing Camp Ryan and Camp Carson together for an afternoon of fun activities at Carson Park, as well as the annual All Camp Science Fair and Talent Show.

The John Ryan Youth Center

The Ryan Center After School Program kicked off another year filled with fun and enriching experiences, providing youth ages 5-12 with an enjoyable, safe and nurturing environment to spend the after school hours. The partnerships with The Humboldt County Office of Education's Harvest of the Month

Program, offering youth nutrition education, and the Food for People Program, providing participants with free snacks daily, continue to thrive. Dynamic programming for the year's unique monthly themes is a focus, while youth are being provided with homework assistance and are enjoying making new friends and engaging in fun recreation activities. Emergency preparedness is an additional focus, while drills have been executed to ensure readiness in the event of an emergency.



"The staff at the Ryan Center provides a safe, fun, loving and exciting environment for my child. Their firm guidance provides my son with stability & consistency that he desperately needs. I have no worries about his health and well being when he is there."
– Dana, Parent

"The Ryan Center is fun and awesome and I really like it!" – Shawn, age 7

The Roller Skating Program

The Roller Skating Program held at the Eureka Municipal Auditorium continues to grow and offer a fun recreation opportunity to youth and adults in the community. Several special events were held including *Birthday Parties on Wheels*, a Surprise Party for all the Roller Skating Program participants and a *Game Night*. The Skating Program is also enjoying the addition of new LED party strobe lights, adding an additional unique and exciting element to the roller skating experience. In addition, several new games were added to the nightly organized activities facilitated at the program, including a speed skating competition, offering participants new skating experiences and continuing to build upon the dynamic and unique program.

After School Programs – City of Eureka/Eureka City Schools Partnership

The City of Eureka began another year in partnership with Eureka City Schools. The After School Programs take place at five Eureka City School locations, including four elementary programs and one middle school program, offering outstanding after school care for over 500 children each day. Youth ages 6-13 are engaged in safe, supportive and educational environments, receiving homework assistance and participating in a variety of enriching recreation activities. Staff recruitment, hiring and training has been a focus, as 18 new Recreation Leaders were hired for this school year. Emergency preparedness has been a primary focus, and emergency drills have been or are scheduled to be executed. Planning for the upcoming Annual All Staff Training has been an additional focus, which will offer all Recreation Leaders extensive training on leadership skills, safety and behavior management and exposure to a variety of activities for youth related to academic enrichment, outdoor games, indoor/rainy day games, arts and crafts and much more.

G.U.L.C.H. Teen Program

The Teen Program had a disc golf event in July, which received coverage in the Times Standard newspaper. The G.U.L.C.H. partnered with Zoe Barnum High School and developed a pilot program to create a positive message song with Zoe Barnum students. The program turned out to be successful and will be included in weekly programming starting in October. The song that was developed was performed live at a food drive in July (which was also featured in the newspaper) and received radio play on 99.1. A good community partnership was established between the G.U.L.C.H. and 99.1; aside from playing the song, they offered the G.U.L.C.H. a free 45 second commercial to advertise the program.

A grant was submitted to the National Endowment for the Arts, which if awarded will help fund future programming and purchase equipment. The G.U.L.C.H. has also started a new partnership with Eureka High School that allows staff to be at Eureka High School on Wednesday afternoons to work with their on-campus Hip Hop Club, which will be connected to upcoming Saturday Programming.

F.U.N. Play Center

The F.U.N. Play Center had a successful albeit short quarter. Due to repairs to the gym floor, we had to postpone play center for the remainder of August and September. However, the days we were open we served a great deal of families and continued to offer quality art projects, circle time and snack provided by Food for People. Families are looking forward to the reopening of this program and the three days a week that we will begin offering in January.

Participation in youth activities exceeded 11,202 during the quarter.

Adorni Recreation Center

Fitness Programs

This quarter's Adorni Center activities were highlighted by the expansion of our Aerobic class offerings. Six new classes were added to the fitness schedule during this quarter which contributed to the 31% increase in total aerobics class participation between July and September 2011. During this time, we also redesigned the layout of our fitness rooms to take better advantage of available space in the facility as well as to allow for more members to enjoy the beautiful Humboldt Bay views during their workouts. The fitness program maintained membership renewal rates over 90% this quarter. The Adorni Center and its fitness program continue to receive positive feedback from participants such as the following quote from one of our senior members:



“The exercise equipment and trainer Heather have been hugely instrumental in improving my knees and overall health. I am immensely glad for the Adorni Center and its personnel for the fact that at my age (69) and condition, I can utilize exercise facilities without embarrassment.”

The Adorni Center's conference room continues to be a popular meeting location with local business and social groups and hosted 93 conference room meetings during the quarter.

Open Gymnasium activities were slow this quarter due to the earthquake repairs being performed on the facility which prevented the use of the gymnasium during much of the quarter.

Adorni Gym Rentals and Events

The Adorni Center was the venue of choice for two events in the third quarter, a Diabetes Awareness Fair on July 31st and College of the Redwoods Annual Sports Auction on August 11th. Both events were successful and well attended by the public. The Adorni Center Gymnasium has been closed since mid-August for floor repair due to damage sustained in the January 2010 earthquake. Due to the nature of this damage, its discovery was made earlier this year. B.U.D.S. of the Redwoods' Annual Buddy Walk, scheduled for September 17th, was postponed until next September when the floor repairs have been completed.



Facility Rentals – Municipal Auditorium & Parks

There were 20 events held at City Parks this quarter. Halvorsen hosted six community events by a variety of organizations. In July, Faith Center Foursquare Church held a Community Outreach Event and CASA hosted a Kids' Carnival. August was also busy seeing Open Door Community Health's Patient Appreciation Day and Sequoia Humane Society's 2011 Woofstock. September festivities included the Redwood Coast Music Festival's Annual Blues by the Bay Festival and Humboldt Pride's 2011: Do Ask Do Tell Pride Festival. The other 14 events were private rentals: two at Carson Park, 10 at Sequoia Park, one at the Sacco Amphitheater and one at Kennedy Ball Field. There were no events held at the Municipal Auditorium.



Community Classes

Throughout the summer, Community Classes continued to have consistent participation and enrollment numbers. Some such as Beginning Ceramics reached their maximum enrollment. All the dance classes continued through the summer with registration picking up for both Creative Dance and Beginning Ballet. Basketball and Soccer continued to see returning participants who have begun to move into the more advanced class offerings. Parents are consistently pleased with the quality of classes we are offering. Most

particularly they enjoy their children participating in the sports classes without the pressure of competition.

Adorni Center attendance approached 6,169 participants during the quarter.

Adult Programs

Men's, Women's & Coed Softball

The men's and women's softball programs got underway at the end of May and concluded their regular season at the end of August. We offered a post season tournament at the end of August for the men's divisions. The tournament concluded during the first week in September. There was no post season tournament for the women's division due to lack of interest. The Coed Softball Program began at the beginning of July and concluded in early September. We offered competitive and non-competitive divisions.

Redwood Coast Grand Slam Tournament

On September 24th & 25th, we offered our first annual Redwood Coast Grand Slam Softball Tournament. The eight team tournament played their games on Kennedy and Cooper Gulch Fields. The top three teams from the tournament received handmade redwood trophies. We also had tournament t-shirts available to the first place team. Next season, we will offer the tournament in July or August.

Women's & Coed Adult Volleyball

The Women's & Coed Volleyball Program was postponed due to construction on the Adorni Center gymnasium floor. The next program will be offered in January.

Men's Adult Basketball

The Men's Adult Basketball Program was postponed due to construction on the Adorni Center gymnasium floor. The next program will be offered in January.

Special Events- Zumba in the Park

Eureka Recreation Division held it's first ever Zumba in the Park Event. This was an opportunity to showcase the new Zumba classes now offered, as well as bringing the community together for some fitness fun. The day was full of sunshine and participants excited to get moving. We invited community agencies that promote healthy lifestyles to join us by tabling at the event. The event consisted of a Kids' Zumba followed by an all ages Zumba. All participants were entered into a free raffle just for participating. It was a great day and everyone who was there looks forward to doing it again!



a



“Zumba in the Park is so much fun! Combining the joy of Zumba with a Community Resource Fair was a brilliant idea!”
-Zumba in the Park participant

Adult attendance approached 9,880 participants during the quarter.

Revenues

Recreation Division revenues totaled \$117,177.42 during the third quarter of 2011.

ZOO DIVISION

Attendance

Total zoo attendance = **21,768** visitors

Free admission = **1200** (Zoo Economic Assistance Program and “Inability to Pay”)

Visitors from Eureka = **19%**

Visitors from outside Humboldt County = **60%**

Number of rentals hosted by staff = 4 (Children of Divorce, Rockport Healthcare)

Education Programs

Summer Zoofari was a terrific success this year! A total of 120 participants attended 6 weeks of camps that covered 8 different wildlife and ecology themes. Camps were filled to maximum capacity. Thanks to a Humboldt Sponsors grant, scholarships were provided to 25 participants.



A young visitor checks out feathers on the aviary discover cart.



Zoofari camp participants create animal crafts and bond with nature.

Education staff hosted 4 school camp field trips to the zoo.

Education off-site activities included Arcata's 4th of July Festival and the Discovery Museums' Pal Camp.

Zoo Interpreters shared discovery carts with visitors every weekend throughout the summer in the aviary and near the bear exhibit, connecting with over 1700 visitors and enhancing the zoo experience for these guests.

Zoo staff was invited to brainstorm and collaborate with other community partners and the HCOE to launch Redwood Ed-ventures, a strategic effort to promote redwood tourism through education.

Projects & Activities

The new Flamingo and Cavy exhibits were opened in July/August. All 35 flamingoes have settled into their new spacious habitat; Patagonian cavy and Crested screamers integrated together well. The footbridge over the stream is a beautiful new focal point and photo destination for the zoo.

Randol White filmed our California quail for the "Your California" television show.

Animal Collection

Six flamingoes were donated from Monterey Bay Aquarium and boosted our flock to 35.

A young female Patagonian cavy was paired with our solo male, several hens and a Giant Flemish rabbit joined the Barnyard: 2 Golden pheasant females joined the solo male in the aviary, and a rare white opossum is now part of our animal encounter program.

Sadly, our rhea chick died this summer and several small birds succumbed to suspected rat predation inside the aviary.

Veterinary exams were completed on gibbons and spider monkeys, completing final accreditation requirement for the 2010 cycle.

Volunteer Support

Volunteer support = **815** hours and over 80 participants in our Zoo Crew, YAK, Zip and community service programs (Eureka Rotary, Day of Caring). Colin Casper and several friends and family donated two weeks of time to construct the new flamingo shelter as part of Colin's Eagle Scout efforts.

An ice cream social event was held in September for all zoo volunteers as a "thank you" for their contributions of time to both the Zoo's operation and Foundation activities. All volunteers received care and coordination by our part-time Volunteer Coordinator Sandy Sanderson.

Events

The Sequoia Park Zoo Foundation hosted its most successful Zootini fundraiser to date, with nearly 200 attendees.

Eureka and Arcata Chamber Mixers were hosted at the Zoo, and two more twilight concerts were held. Amy Stewart, local author of *Wicked Bugs*, gave a lecture at the zoo and an art exhibition of the book's illustrations was displayed in *Secrets of the Forest*.

Miscellaneous

AZA accepted the accreditation progress report and requires no further reports until next accreditation cycle in 2015.

Zoo Manager and Education Coordinator along with several Foundation Board and staff members attended the National AZA Conference in Atlanta, visiting a total of 8 different accredited zoos and aquariums during the week.

ENVIRONMENTAL PROGRAMS DIVISION

The Environmental Programs Division provides oversight of the City's recycling/waste diversion programs, administers the City's solid waste disposal contracts, and assists with trail development, grant management and committee staff support. The following is a brief description of the projects and programs administered by the Environmental Programs Division for the third quarter of 2011:

Recycling /Waste Diversion

Since the implementation of the Mandatory Garbage and Recycling Collection Ordinance, recycling tonnages have significantly increased. Recycling has been made available to all City facilities. Mandatory residential and the multi-family recycling programs are in full effect. These programs have contributed to the City coming into compliance with the State's ambitious waste diversion mandate, AB 939, for 2009. The 2010 report is still pending.

While the Environmental Programs Division realizes that meeting the AB 939 mandate and lessening the City's environmental impact is a top priority, the Division also realizes that doing so cannot be at the expense of our rate payers. Staff will continue to work diligently with Recology Humboldt Waste Management Authority (HWMA) to research cost savings measures and avoid significant cost increases.

Public Recycling Education Program

The City, in coordination with the Humboldt Waste Management Authority, continues to administer an annual campaign of advertisements and events promoting our on-going recycling programs, green waste, food waste (home composting) and other related measures. In addition, the City continues to be a member of the regional Recycling Task Force, partnering with most of the other governmental jurisdictions in the County to promote public awareness, and share the cost of advertising for existing recycling programs and special events.

The Environmental Programs Division is starting to develop recycling curriculum that will be incorporated into Sequoia Park Zoo's educational programs. Incorporating recycling education into the

Zoo's programs will go a long way towards reducing costs associated with public education and outreach. The program will also be more effective by reaching more students than the previous program through ACRC's program.

Regional Food Waste Diversion Facility

The City continues to coordinate efforts with the Humboldt Waste Management Authority (HWMA) on the development of a regional food waste digester project. The City of Eureka has teamed with HWMA in completing the Initial Study and CEQA review. The projected location ("Crowley Property") for the facility will be adjacent to the City's existing Wastewater Treatment Plant (WWTP). The development of a regional food waste diversion facility will greatly increase Eureka's ability to divert solid waste from the waste stream, and assist the City in maintaining compliance with the State's ambitious diversion goals. The facility is intended to divert organic materials from Eureka's waste stream. The project proposes to construct five in-vessel digesters for the anaerobic breakdown of food waste that is generated at local restaurants, schools, festivals, institutions and eventually residents. Methane generated from the process will provide power for the City's WWTP, creating a very energy efficient system. Any excess methane will be converted to energy and either sold back to PG&E or used as credit for other City facilities.

Backyard Composting Bins

In 2011, the Division continued its backyard compost bin program, and bins are now for sale to all Eureka residents for \$40.00. The bins may be purchased at the Environmental Programs Division (441-4184) at City Hall.

Elk River Wildlife Trail Project

Over the last two years, Environmental Program and Redwood Community Action Agency (RCAA) staffs have acquired over 1.7 million dollars in grant funding for the construction of the Hicks' Trail / Elk River Access Area. Environmental Programs and Community Development have completed the Initial Study and CEQA review and are working on completing the other necessary environmental permitting. The multi-use trail, a component of the Eureka Waterfront Trail and Promenade Plan, will generally run along the bay shoreline through the City's Elk River Wildlife Sanctuary. It is proposed as a hard paved surface of ten feet for bikes, wheelchairs and also accommodating infrequent maintenance and emergency vehicles and a four foot wide adjacent section of unpaved surface for walkers and joggers. In addition, the project includes trailhead improvements at Truesdale Vista Point and the existing Hilfiker Lane parking area (parking, signage, picnic tables, lighting, landscaping, public art and restrooms), improvements to an existing footpath loop, and accommodation for paddlers.

Staff worked with LACO Associates to develop site plans, drawings and construction specifications for the Truesdale Vista Point. They were completed in September 2011. The funding for this project, \$480,000, was granted to the City by the Coastal Conservancy.

Parcel 4 Feasibility Study

The Environmental Programs staff applied for and was awarded \$525,000 for the Eureka Waterfront Access Project. \$30,000 of the grant was allocated for a natural resource enhancement and public access development feasibility study for Parcel 4. Redwood Community Action Agency and Greenway Partners were awarded the contract and are developing feasible project elements and plan view maps.

Environmental Programs staff is also applying for a \$200,000 USEPA Brownfields Assessment Grant to determine if contamination is present on-site.

HUMBOLDT COASTAL TRAIL IMPLEMENTATION STRATEGY

RCAA received a grant from the State Coastal Conservancy to work collaboratively with local, state and federal agencies to developing an implementation strategy for building California Coastal Trail (CCT) segments in Humboldt County. This implementation strategy prioritizes recommended trail segments and makes recommendations of programmatic initiatives to increase the efficiency of the CCT's development. Environmental Programs staff has provided all pertinent information and guidance pertaining to Eureka for this Strategy.

Environmental Programs staff and RCAA are in the process of developing regulatory permit applications, conceptual designs and engineering specifications and drawings for the CCT segment from C Street Plaza to the foot of Del Norte through Conservancy funding. Once complete, these documents will allow the Environmental Programs Division to seek funding for construction of this segment of the CCT.

STORMWATER DIVISION

The annual report for the fourth year of the City's Stormwater Management Plan (SWMP) was due on September 15th. All the information demonstrating compliance with the SWMP was entered into the ASIST database. This information was reviewed and submitted to the North Coast Regional Water Quality Control Board electronically on September 15th. A hardcopy of the report was made available on the Stormwater Division's webpage, www.eurekastormwater.com.

The Stormwater Division is also working hard to comply with the illicit discharge detection and elimination MCM of the SWMP. Since the inception of the stormwater program, the Stormwater Division has established a stormwater discharge control ordinance, two stormwater hotlines and an erosion control ordinance and permitting program. All stormwater complaints are documented in a database and investigated. All erosion control permit applications are filed within the same database and tracked through building inspections and hotline complaints.



Contractor dumping grout residue into the cross-culvert and eventually into Humboldt Bay



Close up.

These programs have effectively helped prevent polluted stormwater runoff from entering our waterways. Since the inception of the stormwater program, the Stormwater Division received and responded to hundreds of complaints via the hotline and webpage. During this quarter, ten complaints were received and responded to. Each complaint has provided the opportunity to educate the public and local businesses about the City of Eureka's stormwater program. They also help protect water quality in our local waterways and Humboldt Bay.

STREETS/ALLEY DIVISION

Street maintenance

The Street crew patched numerous potholes and ditch lines city wide. Approximately 75 tons of hot mix was used.

Storm water

A new French drain was installed at Henderson and Spring Streets



Installed 80' of 6" drain line and 50' of 4" drain line @ dog park.
Clean drainage ditches @ Fern & Campton, S street dip and Indianola cutoff.

Alley maintenance

Graded 38 alley's city wide.

Sign department

Sign maintenance
Repaired/replaced 39 signs city wide.
Installed 7 new.
Finished painting parking lot sign post and installing new signs(photo)



Street painting

85.5 gal. white/ 43.75 gal. red/ 24.25 gal. yellow/ 1.5 gal. blue.

Weed/trash abatement

Mowed brush, grass and weeds next to 28 city properties or right of way's.

Sidewalks



Help install sidewalk railing and paint @ County lane & Gates street.

Installed 11 bike racks city wide for Humboldt Bay Bicycle commuters association.



WATER DISTRIBUTION

Renewals/Leaks 28
New Services 2
Main Repair 5
Hydrants 1

Noteworthy jobs for the 3rd quarter replacement of 600 feet of old pipe on Madrone Street with a new 2" main. This line services seven (7) that previously were lacking proper flow

Both of the problems are now resolved as the pressure and flow have dramatically improved and the



included the galvanized 1" HDPE water residential units and pressure.



customers are very happy. The 3rd quarter also had five (5) water main repairs; the most interesting being the 12 inch line that is suspended on the slough bridge which required us to hang employees over the bridge in a basket to repair a failed collar with a full circle leak band. Three other main repairs were related to Caltrans work on 5th Street as their repaving project wraps up soon. A brand new fire hydrant was installed on Waterfront

Drive and Marina Way in anticipation of increased activity on the property that the City has recently sold for log exports to a private citizen. Another main repair took place on Harris Street between Dolbeer and W Streets on our 24 inch transmission line. This involved repacking a Bell and Spigot joint that had failed and then re-grouting around the seam. The two (2) new water services installed for the quarter were located at the Fire Training Center on Hilfiker and the other was on S Street near Harris.

We continue our hydrant replacement program with the completion of what we think is the last old Dry Barrell that did not have a 4" pumper connection located at Prospect and South Avenue. We continue to target old galvanized water services for replacement before failure happens although it seems to be a never ending task. Theft of metal meter covers dramatically decreased this quarter due to reasons that are unknown to us, but we will take it as a good sign. As usual, we continue to hot patch old ditch lines and the routine requests for service and service orders keep us busy when we are not digging. Mario Zuniga took the Grade 2 Water Distribution Operator test in September and if he passes it will mean everybody on the crew will have at least a Grade 2 license.

WASTEWATER COLLECTION

Hydro cleaned 38,321 ft of sewer mainline.

Rodded 7,637 ft of sewer mainline.

Televised 4,527 ft of sewer mainline.

9- Main & lateral repairs

No new lateral service installations.

LIFT STATIONS:

Changed out back up batteries at Waterfront lift station.

Brushing at all lift stations.

Rebuilt and replaced pump flusher valves at 3rd & Y lift station.

Cleaned wet wells at all lift stations.

SCADA System

We are still working with arcsine on our new operating system as well as standardizing our plc or pump controllers. The new operating system should be happening soon.

Mercer Frasier has started phase one of the Martin Slough gravity line project. They have installed the gravity line from O Street station to Fairway Drive.

We are trying to televise as much as we can add to our library and getting in some footage.

UTILITIES OPERATIONS DIVISION

Wastewater Treatment Plant Operations and Maintenance

In addition to normal day to day operation and routine preventive maintenance and housekeeping tasks the staff stayed busy with several additional projects worth mentioning.

A large treatment component at the Elk River plant, one of two primary clarifiers, was taken out of service and a broken 36" valve weighing approximately 1,800 pounds removed for repair. The new valve is on order and expected to be delivered soon. The crew conducted numerous maintenance and repair tasks while the tank is empty.

Work continued on one of the two co-generation engines at the Elk River WWTP. This project is scheduled to be completed soon and will provide backup capability during the winter for heating the digester and main building.

City of Eureka Elk River provided a driver, truck tractor and tanker to help facilitate the startup of the new wastewater treatment plant in Ferndale. The organisms needed for the biological element of the new plant were hauled in liquid form from the City of Rio Dell to Ferndale. Eureka will be compensated based on time and materials plus administration costs.

The recent excellent weather allowed operations and maintenance staff to conduct painting throughout the exterior of the plant. Due to the harsh salt water and sewer gas environment here at Elk River it's a real challenge to keep the rust and corrosion at bay.

Both operations and maintenance staff participated in the installation of a new flow meter that tracks the output of the pumps used to remove solids from a treatment process called secondary clarification. The old meters had failed quite awhile ago and in an effort to reduce the cost, one ten inch meter was installed instead of the original two eight inch meters.

In an effort to reduce and limit plant and weed growth around the sludge holding lagoons, staff has been working hard to keep the brush knocked down.

Plant operator, Joe Nunez, recently traveled to Santa Rosa to take the Grade III wastewater treatment plant operator certification exam administered by the State of California.



A new lawn utilizing biosolids was recently installed at Elk River WWTP.

Laboratory

All laboratory testing required in the NPDES permit for the Discharge Monitoring Report (DMR) for both the EPA and RWQCB was conducted. This included additional testing conducted by North Coast Laboratories. Two discharge violations occurred when an electrical short caused a fuse controlling the chlorine feed system to malfunction and allow a small amount of chlorine to escape in the effluent. The small amount of chlorine (less than drinking water contains) caused no environmental impact due to a large amount of dilution, it is still a violation of our permit. The problem was repaired relatively fast and staff reconfigured the wiring to more robust condition.

Quarterly drinking water testing included haloacetic acids and trihalomethanes. These are possible by-products of disinfection when using chlorine and are considered a health hazard. These constituents are typically well below state and federal standards due to the high quality of our source water. Quarterly acute and chronic bioassay samples were also sent out to be analyzed for NPDES permit compliance. A quarterly biosolids sample was collected and sent off to be analyzed for a variety of constituents to satisfy EPA part 503 Biosolids Rule. This testing complies with stipulations from Anderson Landfill if we were to dispose of solids at that site.

Routine water testing continued with city staff conducting testing for bacteriological, chlorine, fluoride, hardness, pH, alkalinity, conductance, turbidity, and temperature all conducted on a weekly basis. The sample sites are predetermined but are rotated to insure that water quality is consistent throughout the City of Eureka. At least forty testing sites are typically visited during a monthly time period. The results of these tests are also reported to the California Department of Public Health in Redding on a monthly basis.

The rest of our annual proficiency tests were analyzed in the third quarter with 100% accuracy. This annual testing is part of the Quality Assurance Quality Control requirements for a State certified laboratory. Basically, the City of Eureka is provided with samples with unknown results. Our test values are then compared with known values and proficiency is achieved within an acceptable range.



Newly Rebuild and Re-assembled Co-Gen Engine at the Elk River WWTP

Pretreatment

(Permitted Industries)

Thirteen inspections and fourteen wastewater samplings were conducted at Eureka businesses. Regular pretreatment facility inspections are performed by the City to monitor and ensure compliance of all permitted businesses.

A Notice of Violation was issued to Cal-Trans equipment shop for Zinc limit violations.

(Non-Permitted Industries)

The Pretreatment Department also performs inspections of non-permitted industries in order to identify any new industrial dischargers. One facility inspection was conducted at a non-permitted industry.

The Humboldt County Environmental Health Lab was inspected at the request of the County. The inspection consisted of a review of their chemical inventory and lab practices to ensure that the disposal of spent laboratory reagents was being conducted in accordance with Local Regulations.

(Fats, Oil, and Grease (FOG))

The City's FOG program includes grease trap and interceptor inspections and public education regarding kitchen Best Management Practices (BMP). Twenty grease interceptors and traps were inspected for fats, oil, and grease.

Seven grease interceptors were sampled for Chemical Oxygen Demand to determine wastewater strength. The analysis was conducted to confirm that the recent increases in restaurant sewer rates are justified. All of the samples analyzed indicate that the current rates are appropriate.

A Notice of Violation was issued to Footprint Recycling for failure to submit monthly grease pumping reports, and for Operating as a Grease Hauler within City Limits without a current Grease Hauler Permit.

A Notice of Violation was issued to Steve's Septic Service for failure to submit monthly grease pumping reports.



New Electric Service Vehicle Being used by Lab Staff for Water Sampling

Water Treatment Plant Operations and Maintenance



Maintenance Staff Working on High Tank at Harris and K

The Eureka Fire Department conducted rescue training on High Tank in conjunction with our maintenance staff replacing 2 ballasts on security lights. Staff also rewired High Tank aircraft warning and security light controls.

An out of area contractor completed annual maintenance on cathodic protection systems on both the Low Tank and Lundbar Hills Tank. This is conducted once a year to insure that the system to protect the tanks from corrosion is functioning properly.

The Eureka City Council approved the 2010 Urban Water Management Plan Update and was then submitted to the State of California. This document is required to be updated every five years.

Water Systems Specialist, Daniel Vit, completed a first draft of City Backflow Manual. It is currently undergoing review. Daniel is also continuing to develop a backflow database to track monitoring and compliance of the State mandated program.

EUREKA REDEVELOPMENT AGENCY

ACTIVITY REPORT

7/1/11 TO 9/30/11

The Eureka Redevelopment Agency is responsible for the implementation of all activities associated with the expenditure of Redevelopment tax increment and bond funds. The primary objective of the Agency is to undertake projects that will revitalize the project areas and improve the economic base of the community by facilitating redevelopment, housing and economic development activities. In order to leverage and fully maximize the impact of the Redevelopment Agency's limited tax increment monies, the Agency also applies for additional funding from both state and federal sources for housing and economic development activities. This summary does not separate achievements by funding source, but by projects, which are administered by the Agency. The following lists the Agency's activities from July 1, 2011 through September 30, 2011 as well as each program's objectives.

Please Note: On June 29, 2011 legislation was enacted (ABX1 26 and ABX1 27) that first eliminates redevelopment and then allows redevelopment agencies to continue to exist, only if there make "voluntary" payments to other taxing entities

The California Redevelopment Association and the League of California Cities have filed a challenge to the redevelopment legislation with the California Supreme Court. On August 11, 2011, the California Supreme Court (the "Court") agreed to review the California Redevelopment Association petition and also issued a stay of certain portions of the legislation. The Court's order, as modified on August 17, 2011 (the "Stay"), postpones the effectiveness of the Voluntary Program Act and the provisions of the legislation that would dissolve redevelopment agencies effective October 1, 2011. However, the Stay leaves in effect the provisions of the legislation that suspends most redevelopment agency activities. Thus, until the Court makes a final decision on the legislation, redevelopment agencies are prohibited from undertaking new activities except in connection with existing enforceable obligations. The Court order regarding suspension applies to agencies regardless of whether the agency has opted into the Alternative Voluntary Redevelopment Program.

Due to the "Stay" new program activities have been suspended until the Court makes a final decision which is expected to occur by January 15, 2012.

REDEVELOPMENT GENERAL ADMINISTRATION

PROGRAM OBJECTIVES:

- Assist in the elimination of economic and physical deficiencies, underutilization of property and other blighting factors.
- Focus limited Redevelopment monies and invest in projects that will be self-sufficient, increase tax increment and create new employment opportunities.
- Strengthen and stimulate commercial activity in the area.
- Revitalize the Eureka waterfront and eliminate blighting influences.
- Assist in the elimination of blighting influences to improve and strengthen residential neighborhoods and supporting commercial areas.
- Comply with California Redevelopment Law requirements.

PROGRAM ACHIEVEMENTS:

ADMINISTRATION

- ◆ ***2010-11 Statement of Indebtedness***—prepared the 2010-11 Statement of Indebtedness with the Finance Department, as required by California Redevelopment Law.
- ◆ ***Redevelopment Advisory Board (RAB)***—prepared staff reports and agendas as needed.
- ◆ ***Eureka Art and Culture Commission***—Staff serves as City Liaison on the Eureka Art and Culture Commission. Distributes agendas and minutes to commission members, attend monthly Board Meetings, and take minutes.
- ◆ ***California Redevelopment Association and League of California Cities challenge to the Redevelopment Legislation (ABX1 26 & ABX1 27)***—Staff provided information to support the challenge.
- ◆ ***ABX1 26 and ABX1 27***—In order to comply with ABX1 26 and ABX1 27 Staff prepared the following for Agency/Council approval:
 - **Enforceable Obligation Payment Schedule**
 - **City Council Ordinance to “Elect and Implement Participation by the City of Eureka and the Eureka Redevelopment Agency in the Alternative Voluntary Redevelopment Program”**
 - **Agency Transfer Agreement with the City of Eureka**
 - **City of Eureka Remittance Payment Amount Appeal** (Department of Finance accepted the appeal and reduced the initial payment amount by approximately \$900,000)

PRIVATE DEVELOPMENT ACTIVITY

- ◆ ***Exclusive Right to Negotiate (ERTN)***
 - **Dock B Coastal Dependent Industrial Property, David Schneider**—Mr. Schneider proposes to construct a cargo storage area which could accommodate up to 300 containers, 5 million board feet of logs or cargo associated with a 600 foot cargo ship. The following activities occurred in 2010-2011:
 - ✓ A \$10,000 deposit was received from the developer
 - ✓ Developer applied for a Coastal Development Permit
 - ✓ Coastal Development Permit went to Council in January, 2011
 - ✓ Updated appraisal has been completed
 - ✓ DDA went to Council Agency Board in July.
 - ✓ Staff is working on resolving title issues on the property with Humboldt Land and Title.
 - **Mission: SwimPossible**—The organization is in the process of fund raising and are required to provide a status report to the RAB at six (December 21, 2011) and nine months (March 21, 2012) from the date of ERTN approval. If the developer is unable to secure funding within the one year time period the RAB will recommend to the City Council and Agency Board that the ERTN be withdrawn.

- **Old Town Carriage Company**—The Old Town Carriage Company project includes deconstructing the H.H. Buhne Warehouse building and using salvageable components of the building to construct a new building on the corner of Waterfront Drive and “C” Streets. The first floor will be the stable for the horse and carriage business with the second floor providing living quarters for the caretaker. The following activities have occurred:
 - ✓ Developer is working with an architect and an engineer to design the building
 - ✓ A business plan is being completed
 - ✓ Financing options are being explored
 - ✓ Negotiation regarding the property price and terms has been concluded.
- ◆ ***Disposition and Development Agreements (DDA)***
 - **Eureka Pier (Fisherman’s Building)**—Staff met with the Developer as needed. The City has contracted with ESA to prepare an EIR for the proposed project.
 - **Open Door Community Health Centers**—ERTN for the purchase and development of Agency property on Tydd Street for a community health center. The following activities occurred:
 - ✓ Six month ERTN with Open Door Community Health Centers approved on November 16, 2010. Facility will be a 30,000 square foot health center.
 - ✓ A deposit of \$10,000 was received from developer.
 - ✓ Appraisal was completed.
 - ✓ All items required by the ERTN have been received. Design, permitting and other required items are being performed concurrently.
 - ✓ Development & Disposition Agreement approved by the Council/Agency Board on June 7, 2011, and property purchase has been completed.
 - ✓ Official Groundbreaking will be held in October.
- ◆ ***Facade Improvement Program (co-administered with Eureka Main Street)***—No activity due to lack of funding.

PUBLIC WORKS PROJECTS**

The Eureka Redevelopment Agency is providing a major portion of the funding for the design and construction of the following public works projects:

- ◆ ***“C” Street Development Projects***
 - **Fisherman’s Terminal**—Construct seafood buying, processing and retail facility at the foot of “C” Street. City and Agency staff met with prospective tenants to determine their needs and lease space configuration. Major tenants are committed and construction is in process. Staff continues to work on securing a tenant for the café/seafood counter. Ribbon cutting occurred on September 1, 2011. Notice of Completion approved September 6, 2011.

** Sections 332255 and 33421.1 of the Health and Safety Code require the Redevelopment Agency and City Council to make certain findings prior to committing funds for the design and construction of public improvements. When projects are scheduled to proceed, findings will be presented to the Agency Board and Council for approval.

NON-HOUSING GRANT ACTIVITY

- ◆ **CDBG Public Hearing** — On July 26, 2011, staff held a CDBG public hearing to discuss the Fiscal Years 2010 & 2011 CDBG program and solicit citizen input on the following activities.

1. **Annual Grantee Performance Reports for CDBG Program Income Business Revolving Loan Account and Housing Revolving loan Account.** Repaid funds available for business and housing loans.
2. **Final Grantee Performance Report for CDBG Grant #04-STBG-1959**, Phase I construction of a new Alzheimer's Day Center; acquisition and rehabilitation of a Veterans Transitional Housing facility; and a Lead Based Paint Evaluation and Mitigation Grant Program.
3. **Final Grantee Performance Report for CDBG Grant #07-EDOC-3159**, Phase II construction of new Alzheimer's Center.
4. **Annual Grantee Performance Report for CDBG Grant #09-STBG-6037**, rehabilitation of Veterans Transitional Housing Facility and Services, and Humboldt Community Access and Resource Center (HCAR)/ Sunrise Plaza building improvements.

The five major activity categories are Housing-New Construction, Housing-Rehabilitation, Public Facilities/Public Services, Public Improvements, and Planning. Projects funded with CDBG allocations must carry out one of three National Objectives, as follows: Benefit to Targeted Income Group (TIG) people, elimination of slums or blight, and meeting urgent community development needs.

- ◆ **Humboldt Senior Resource Center (HSRC) New Alzheimer's Day Center**—Construction of a new Alzheimer's Center. The City of Eureka secured over \$1.5 million dollars from the State CDBG Program toward the completion of this project. Fifteen full-time equivalent jobs were required to be created within 36 months of grant expiration date which is June 30, 2012. Eight of those jobs were required to be filled by low income persons (TIG persons). HSRC successfully created all required jobs, plus 12 additional jobs, by the end of February 2011.

- ◆ **Fisherman's Terminal Building, Economic Development Administration (EDA), Public Works Assistance Grant**, —Staff submitted an application to the Economic Development Administration for the construction of the Fisherman's Terminal Building. The following actions were completed:

- ✓ We received a letter notifying us that the \$2,400,000 application was approved for American Recovery and Reinvestment Act (ARRA) Funding on September 18, 2009.
- ✓ The time schedule specified by the award required that we start construction no later than January 18, 2010. A project management conference call was held to discuss the details of the special conditions that needed to be met before and after the start of construction.
- ✓ Special conditions were satisfied and on December 15, 2009, the contract was awarded to Randy Hill Construction, Inc., the low bidder on the project
- ✓ Construction started on schedule and the building has been completed
- ✓ Notice of Completion was approved September 6, 2011.

- ◆ **Humboldt Community Access and Resource Center (HCAR) Sunrise Plaza Building**—As a 10% Set-Aside Activity of the CDBG FY 2008/09 General Allocation grant, \$12,000 will be received by the City to assist the Humboldt Community Access and Resource Center ("HCAR") in completing Phase II improvements of the HCAR/Sunrise Plaza Building in Eureka. Also committed to the HCAR project by City Council Resolution is \$150,000 of the City's Program Income. Adams Construction was the successful bidder on this project and began construction September 26, 2011. Anticipated completion date is by the end of the year.

ECONOMIC DEVELOPMENT

PROGRAM OBJECTIVES:

- Administer the Business Revolving Loan Program to encourage business start-ups and expansions within the City of Eureka.
- Market and administer the Eureka Enterprise Zone to the business and financial communities.
- Act as a City liaison with the business, financial, and economic development communities.
- Ensure compliance with all federal and state CDBG requirements and procedures.
- Be actively involved in the California Enterprise Zone Association to influence legislative changes to enhance the Zone's benefits to business.
- Maintain open communication with the Business, Transportation and Housing Agency to ensure inclusion in appropriate business location leads.
- Develop relationships with federal and state funding agencies as well as legislative representatives to assist the City in accessing financial and technical assistance.
- Complete Foreign Trade Zone implementation.
- Develop Business Retention and Expansion Visitation Program and conduct regularly scheduled visitations to Eureka companies with 10 or more employees.

PROGRAM ACHIEVEMENTS:

FOREIGN TRADE ZONE

- ◆ *Administration*—No Activity.

REVOLVING BUSINESS LOAN PROGRAM

- ◆ ***2010 Enterprise Fund Grant***, —Staff submitted an application to the CDBG Program for a \$500,000 Revolving Loan Fund. The following actions were completed during this quarter:
 - ✓ Received a letter notifying the City that the \$500,000 application was approved.
 - ✓ A press release was printed in the Times Standard announcing the award. Thirteen potential borrowers expressed interest. Staff met with each one to discuss the program requirements and provided them with a loan application.
 - ✓ Staff is working on complying with the State requirements needed prior to release of funds.
- ◆ ***CDBG Economic Development Allocation, Over the Counter Component***—Staff is working with Lost Coast Brewery to identify potential funding sources for their business expansion.
- ◆ ***Administration***—continued to monitor open loans and market program to lending institutions and potential borrowers. Staff continues to meet with prospective businesses interested in starting, relocating or expanding a business in Eureka. The following loan was approved:
 - ***Mycelia Sands*** ~ a commercial mushroom business that has been working to get production underway for over a year. First stage of construction is complete. Two to three jobs are estimated to be created.

ENTERPRISE ZONE PROGRAM

- ◆ **California Enterprise Zone Board (CAEZ) California Enterprise Zone Board (CAEZ)**—Serve as a Board Member, attend quarterly board meetings and actively supported/opposed legislation affecting Enterprise Zone incentives. Testified at State Committee Hearings and met with Legislators and their Staff. EZ Program was slated for elimination but through the efforts of businesses and CAEZ the program was saved.
- ◆ **Eureka Enterprise Zone Activity**
 - **Administration**—Administer and market the program in compliance with the State rules and regulations.
 - ✓ **Employee Hiring Credit Vouchers Issued**—Staff issued 165 Employee Hiring Credit Vouchers to EZ businesses during this period. Businesses located in the EZ continue to learn about the program and the benefits it offers.
 - ✓ **Business License Waivers Issued**—34
 - ✓ **Business Information Packets Distributed**—14
 - ✓ **EZ Outreach**—Attendance at various workshops gave staff an opportunity to discuss the benefits of the EZ and educate business owners interested in applying for the State tax credits.
 - ✓ **Expansion of the Enterprise Zone 2010** – This expansion process was recently begun, and will include ‘satellite areas’ of unincorporated areas of the county. Areas chosen will include highest concentration of businesses and/or locations with businesses that have employees. This process will include working with the county economic development department and will include a MOU with the county. Staff has begun gathering aerial maps to locate areas zoned commercial/industrial.

EUREKA MAIN STREET PROGRAM

- ◆ **Board of Directors**—City liaison serving on the Main Street Board of Directors and Economic Restructuring Committee. Attend monthly Board Meetings.

CALIFORNIA ENTERPRISE DEVELOPMENT AUTHORITY (CEDA)

- ◆ **California Enterprise Development Authority Board**—As Board Member, attend meetings to review and approve capital to California small and medium sized businesses for expansion and job creation through an innovative gap financing program. Financing is a combination of tax-exempt industrial bonds (IDB's) and below market-rate second mortgages resulting in a lower down payment and lower blended interest rates than commercial lenders.

CALIFORNIA ASSOCIATION FOR LOCAL ECONOMIC DEVELOPMENT

- ◆ **California Association for Local Economic Development (CALED) Board**—Board Chair. Actively supported/opposed legislation affecting economic development in the State.

UPSTATE CALIFORNIA ECONOMIC DEVELOPMENT COMMISSION

- ◆ ***Upstate California Economic Development Commission—UCEDC***—The mission of UCEDC is to cooperatively market the region (Northern California from Sacramento to the Oregon border) to new and existing businesses in support of the regional effort to diversify the economy, increase employment and enhance the quality of life. Redevelopment staff attends quarterly board meetings, and serves as Chief Financial Officer for the group. UCEDC has strengthened its efforts to attract relocating businesses from other parts of the state and from outside of California by updating its website, attending tradeshow for targeted industries and authorizing our executive director to increase outreach efforts. Current projects include updating our regional website, completing a current marketing piece and establishing a Work Plan. During the year, staff prepared responses to requests for information regarding business relocation benefits and potential available sites.

MARKETING

- ◆ ***Business Outreach***—Redevelopment staff had a number of meetings this quarter to discuss potential revolving loans and grant applications, as well as enterprise zone benefits for specific businesses.

Another outreach component is 'One to One Business Meetings'. Staff sets up meetings with local businesses and the City Manager, Redevelopment & Housing Director and Economic Development Coordinator to meet with those businesses. These meetings have been positive in nature.

- ◆ ***Website Update***—Redevelopment website updates are on-going.

ADDITIONAL PUBLIC INVOLVEMENT

- ◆ ***Eureka Chamber of Commerce Business & Industry Committee***—staff attends meetings as scheduled to discuss issues affecting businesses in the region.

HOUSING

PROGRAM OBJECTIVES

- Provide adequate sites and promote the development of new housing to accommodate Eureka's fair share housing allocation for very low, low and moderate-income residents.
- Encourage the maintenance, improvement and rehabilitation of Eureka's existing housing stock and residential neighborhoods.
- Insure the provision of quality housing opportunities for very low-income citizens.
- Assist in the elimination of substandard and deteriorated housing while preserving the neighborhood community.
- Increase, improve and preserve the community's supply of very low or low-income housing.

PROGRAM ACHIEVEMENTS

◆ ***CDBG Housing Rehabilitation Program Income 1989, 1994 (Fund #271)***

➤ Housing Rehabilitation Completed	1
➤ Housing Loans Monitored	16
➤ Housing Pending Applications	1
➤ Housing Loans Declined	0
➤ Housing Loans Canceled	0
➤ Housing Rehabilitation Under Construction	0
➤ Housing Rehabilitation Relocation Grants Completed	1

◆ ***HUD Rental Rehab (Fund #285)***

➤ Rental Rehab Projects Monitored	0
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◆ ***Low and Moderate Income Housing Program (Fund #290)***

(All FY 2011-2012 LMIH Program Loan Funds have been frozen for the Redevelopment Agency Payments to the State, and no contracts will be allowed until further notice.)

➤ Owner Occupied Housing Rehabilitation Completed	0
➤ Owner Occupied Housing Pending Applications	0
➤ Rental Rehabilitation Loans Pending	0
➤ Rental Rehabilitation Loans Monitored	9
➤ Paint-up Fix-up Grants Completed	0
➤ First Time Homebuyer Loans Completed	0
➤ First Time Homebuyer Loans Monitored	77
➤ Owner Occupied Housing Loans Monitored	12
➤ Housing Loans Canceled	0
➤ Relocation Grants Approved	0
➤ Subordinations Processed	1

◆ ***RCAA HOME Program Owner Occupied Housing Rehabilitation***

➤ Housing Rehabilitation Loans Monitored	11
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◆ ***RCAA HOME First Time Homebuyer Program***

➤ First Time Homebuyer Loans Monitored	8
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◆ ***Local Housing Program (#291)***

➤ Wheelchair Ramp Grants	0
➤ Dumpsters Provided	4
➤ Senior Home Repair Grants	16
➤ Paint-up Fix-Up Grants	0
➤ Housing Rehabilitation Projects under Construction	0
➤ Housing Rehabilitation Completed	0
➤ Rental Rehabilitation Loans Monitored	1
➤ Housing Loans Monitored	5
➤ Waiting List	4
➤ Graffiti Grants (City Wide Graffiti Day 8-11-2011)	12

◆ ***CalHome Program 06-CalHOME-198***

➤ Housing Rehabilitation Projects under Construction	1
➤ Housing Rehabilitation Completed	1
➤ Pending Applications	4
➤ Housing Loans Monitored	6
➤ Applications Withdrawn	0

◆ ***Other Miscellaneous Loan Activities***

➤ Loan Payoffs Processed	0
➤ Defaults/Foreclosures In Progress	5
➤ Pending Loan Extensions	3
➤ Agency Owned Properties Through Default	3

HOUSING REHABILITATION/NEIGHBORHOOD UPGRADE ACTIVITY

- ◆ ***CalHome Owner Occupied Rehabilitation Grant Program*** - The City was awarded a CalHome grant of \$600,000 for the purpose of restoring substandard owner occupied residential units. The grant will provide between 13-15 \$35,000 owner occupied rehabilitation loans. These loans are for low income eligible applicants at 3% interest with deferred payments for 30 years and will be administered by the City. 10% of the total grant will be for activity delivery costs associated with the loans. Two loans were completed in 2009. Seven in 2010 and 2011. One project has been completed since July 1, 2011. Two loans are pending contractor bids and two additional applications are under review. An amendment to the Standard Agreement extended the program deadline to June 28, 2011, and a second amendment was received extending the deadline to June 28, 2012. Intense radio ads began on November 3, 2010, and continued through February 3, 2011, with a new newspaper ad placed in September 2011.
- ◆ ***Community Development Block Grant Program Income (CDBG-PI) Funds*** –\$120,000 was budgeted for owner occupied rehabilitation loans this fiscal year. These funds are revolving funds which accumulate from repayments of past CDBG program loans. As the balance increases, these funds are then expended for allowable program uses. CDBG Program Income funds have been used this fiscal year to finance rehabilitation work for CalHome loans with construction costs over the allowable \$35,000 CalHome maximum loan limit. Two such loans are pending contractor bids to determine the loan amount for the CDBG loan. This should leave funding to assist one additional low income homeowner with health and safety repairs. There is currently no waiting list as all low income applicants are referred to the CalHome Program for funding.
- ◆ ***HOME Program Income Fund*** – The City has received and administered multiple State of California Home program grants in the form of owner occupied rehabilitation loans. When these loans are repaid, the funds are deposited into this revolving program income account to be reused for other program eligible purposes. For Fiscal Year 2010-11, \$600,000 was budgeted for loans. Funds are anticipated to be used for owner occupied housing rehabilitation or for an affordable housing or rental rehabilitation project in fiscal year 2011-2012. The HOME Program Housing Rehabilitation Program Guidelines and Environmental Reviews are currently under review by the HOME Program.

- ◆ ***LOCAL Fund/Owner Occupied Rehabilitation*** – Of the \$40,000 budgeted for the LOCAL owner occupied rehabilitation loan program for FY 2011-12, none of the funds have been expended. One loan in the amount of \$40,000 is available to a moderate income household. These funds are reserved for *moderate* income households who are not located within the Low and Moderate Income Housing Fund (LMIHF) target area, thus requiring LOCAL funding. With the suspension of LMIHFs, there are currently five LOCAL owner occupied rehabilitation loans and one rental rehabilitation loan being monitored with revenue generated into this account only upon repayment of the loans. Therefore, it is critical to limit the number of grants in the future and to use repayments for loans which are required to be repaid.
- ◆ ***Low and Moderate Income Housing Fund (LMIHF)/Owner Occupied & Rental Rehabilitation*** – Although, \$150,000 was budgeted for owner occupied rehabilitation loans, the State has suspended any expenditure of program funds and no new contracts are to be executed until further notice. The waiting list consists of two owner occupied rehabilitation applicants.
- ◆ ***“Rubottom Cottage” Relocation Consideration, 2189 Tydd Street*** – A pre-1917 era home on the parcel adjacent to the proposed Open Door Clinic development on Tydd Street is currently under review for an Historic Survey. The outcome of the historic survey will determine whether this property retains enough historic significance to require retention of the residence vs. possible demolition. This residence is an approximate 724sf, 2 bedroom, 1 bath cottage which is being considered for relocation to a City owned parcel at 631 Myrtle Avenue in Eureka. The cost of the new site parcel, rehabilitation, relocation, and site improvements is estimated at approximately \$174,000 (which includes an attached garage). It is unlikely that the costs will support the sales price in this market. As LMIH funds are currently frozen, the funding source is undetermined and the historic status has yet to be determined.

FIRST TIME HOMEBUYER DOWNPAYMENT ASSISTANCE PROGRAM

- ◆ ***Low and Moderate Income Housing Funds/First Time Homebuyer’s Downpayment Assistance Program*** – \$300,000 was budgeted for 2011-12 for the rehabilitation and sale of the three Agency acquired foreclosure properties. All Low and Moderate Income Housing Funds have been suspended for payment to the State as ordered by AB1x26, which dissolves Redevelopment Agencies if they do not agree to AB1x27. AB1x27 is the “Opt-In” Bill, which provides for Voluntary Payments from the Redevelopment Agencies to stay in business with certain new restrictions. This City has opted for the Voluntary Payments by City Council Action on September 26, 2011. There are currently 165 applicants on the First Time Homebuyer Program’s Waiting List. The Low and Moderate Income Housing Fund and LOCAL funds are the only funds eligible to assist those households who are moderate income. New restrictions from AB1x27 will no doubt limit moderate income household funding.
- ◆ ***CDBG Application for a Planning & Technical Assistance Grant for Humboldt Bay Housing Development Corporation (HBHDC)*** – HBHDC approached the City to request funding from the State of California Community Development Block Grant (CDBG) Program for a Planning and Technical Assistance Grant for a Feasibility Study of an Acquisition and Rehabilitation Program of Vacant Foreclosed Single Family Homes Suitable for Placement into an Existing or a Community Land Trust First Time Homebuyer Program. City staff agreed and completed the application which was submitted in May 2011. In September, the City was notified that the State CDBG Program had received a nearly identical application from Humboldt County. As only one application could be funded, the State CDBG Program Representative contacted the County and the City, and it was agreed that the activity would be implemented by the County, and the results of the planning study would represent the City of Eureka data and should be shared between the jurisdictions.

GRANT PROGRAM ACTIVITY

- ◆ ***Dumpsters*** - The City, in cooperation with Eureka City Garbage, provides free dumpsters to low income homeowners and neighborhoods upon request (based upon need). Eureka City Garbage provides 20 dumpsters, at no cost to the City, every calendar year. Nine dumpsters have been provided since January 1, 2011, 4 of which have been provided since July 1, 2011. Nine free dumpsters are available until January 1, 2012.
- ◆ ***Graffiti Clean Up Program*** - The City, in cooperation with Shafer's Ace Hardware is providing Graffiti Clean-up kits to those single family and multi-family residential property owners whose properties have been a target of graffiti. To be eligible, the property must be located within the Eureka city limits. The kits are available to eligible property owners at \$5 per kit and consist of 1 quart of latex paint, a free paint color match by Shafer's staff, a 2" paint brush, clean up cloth, drop cloth, stir stick, and wet paint sign. To date no graffiti kits have been requested.
- ◆ ***Paint Up/Fix Up Program*** - \$25,000 was budgeted for FY 2011-12 from the LOCAL fund, and an additional \$25,000 was budgeted from the Low and Moderate Income Housing fund. The program provides 20 grants of up to \$2,500 for qualified moderate to low income homeowners and landlords who rent to qualified income eligible tenants for exterior repairs to the residence. It is anticipated that the LOCAL funds will not always be available for future grants. Therefore, staff will seek other funding sources in the future for grants (perhaps CDBG funds to low income homeowners city wide). There are currently 93 applicants on the waiting list. No grants have been given as the LMIHF have been frozen and the LOCAL funds are limited to only providing grants to those existing CalHome applicants who were notified of grant existence and those who need emergency repairs.
- ◆ ***Senior Home Repair Program*** - In FY 2011-12 the City appropriated \$10,000 from the LOCAL fund, for the Humboldt Senior Resource Center to administer the "Senior Home Repair Program". These grants provide small home repairs to income qualified seniors, over 60 years of age, ranging from grab bars to leaky faucets and running toilets. To date, \$1,631 has been expended on 16 seniors with repairs to help them retain occupancy in their homes.
- ◆ ***Wheelchair Ramp Grant Program*** - This grant program provides funding for residential wheelchair ramp projects from \$2,500 for moderate income households and up to \$3,500 for low income households. For Fiscal Year 2011-12, \$5,000 has been budgeted for the installation of wheelchair ramps, graffiti kit costs, and dumpster costs over the 20 free dumpsters provided by City Garbage. Therefore, it is likely that only one or two households in need of a wheelchair ramp can be assisted this year. To date, there have been no eligible applications received.

AFFORDABLE RENTAL HOUSING ACTIVITY

- ◆ ***Redwood Community Action Agency*** - A letter was received from RCAA requesting development of a 16-24 unit affordable supportive housing facility for adults on the parcel at Sunny & Myrtle Avenue currently in use as a business parking lot and anticipated trail head parking lot. City staff sent out a Project Referral to City Departments for comments before determining the viability of a Disposition of Property process before City Council. Redwood Coast Regional Center may be partnering for a 20% tenancy. Households targeted would be the Income Group of 80% or less. This parcel will have to be determined to be surplus to be eligible for disposition or development.

TRANSITIONAL HOUSING ACTIVITY

- ◆ ***North Coast Veterans Resource Center (NCVRC)-Veterans Transitional Housing Facility—*** Redevelopment staff continues to monitor this Community Development Block Grant funded project. On July 17, 2008, the City of Eureka received notification that Eureka had been awarded a conditional commitment of additional grant funds in the amount of \$1,500,000 from the FY 2008/2009, General Allocation of the State Community Development Block Grant (CDBG) Program for the North Coast Veterans Resource Center. \$1 Million will be used to assist the North Coast Veterans Resource Center (the “NCVRC”) in the financing of Phase II of the rehabilitation of a Veteran’s Transitional Housing facility in Eureka, and \$500,000 will assist the Veterans in providing additional program services. The City of Eureka has previously secured CDBG grant funding for the Veteran’s project in the amount of \$201,000 which was used to assist the Veteran’s in the acquisition of the facility site. The center was completed and opened on March 12, 2011, and will provide 34 beds for homeless Veteran’s, as well as program services to all Veterans.

LOAN SERVICING

- ◆ ***Annual Monitoring of Loan Term Compliance for All First Time Homebuyer Program Borrowers, Owner Occupied Rehabilitation loans, and Rental Rehabilitation Loans.*** All 145 loans in the City’s AmeriNational Community Services loan portfolio are monitored annually, for program compliance (i.e. property taxes and active insurance policies). Most insurance monitoring for loan compliance is provided by AmeriNational Community Services, a third party vendor. Owner occupancy is verified on all single family residences by City staff. Those properties with recorded affordable rents and low income tenants must be monitored regularly by City staff for compliance. All First Time Homebuyer’s must provide proof of residency annually to City staff. Loan subordinations, defaults, maturities, extensions, modifications of terms, and all other aspects of loan servicing are handled by City staff.

DEFAULTS/FORECLOSURES

- ◆ ***Default/Foreclosures*** - As of September 30, 2011, there are currently four loans in default for various reasons.
 - Default due to First Mortgage Lender filing foreclosure due to non-payment of monthly loan payments.
 - First Time Homebuyer passed away and son is trying to acquire title by transferring property into his name, or acquiring credit to pay City loan in full.
 - Default for non-compliance with annual declaration.
 - Default for non-compliance with annual reporting requirements and property tax delinquency. Loan is paid in full. Rental covenants expire in December of 2011.

AGENCY ACQUIRED PROPERTIES

- ◆ ***Agency Acquisition of Property at 3405 Glen Street, Eureka*** – The First Time Homebuyer of this property was delinquent with first mortgage payments and agreed to a “Deed in Lieu of Foreclosure” as he had suffered an disabling injury and could no longer work. The property was transferred to the Agency on May 3, 2011, and the tenant vacated on May 31, 2011. The First Mortgage lien holder was paid in full by the Agency and the property is now under Agency ownership. This property is receiving emergency maintenance only until funding is available for rehabilitation and sale to a First Time Homebuyer, or will be sold to the public “as is”.

- ◆ ***Agency Acquisition of Property at 1710 16th Street, Eureka*** - On June 15, 2010, the First Time Homebuyers of 1710 16th Street in Eureka became 3 months delinquent on their 1st mortgage and requested the Agency allow a short sale. The Eureka Redevelopment Agency suggested a “Deed in Lieu of Foreclosure”. The homeowner had lost his employment and was leaving the area to pursue gainful employment, thus was unable to place the property on the market for sale as they would not be in the area and they felt there was no equity in the property to benefit them. As they felt they were upside down in their home, they agreed to a “Deed in Lieu of Foreclosure”. The City acquired ownership on June 15, 2010, and paid the first mortgage in full. The property has been cleaned, rekeyed, maintained, and has provided relocation for a homeowner who is undergoing major residential rehabilitation of her property under the Agency’s CalHome and CDBG program. The temporarily relocated tenants vacated in July and the property is currently receiving only emergency maintenance until funding is available for rehabilitation and sale to a First Time Homebuyer, or is sold to the public “as is”.

- ◆ ***Agency Acquisition of Property at 2315 Pine Street, Eureka*** – The First Time Homebuyer of this property was delinquent with first mortgage payments and the Agency filed foreclosure and acquired the property on August 20, 2010 due to a lack of buyers at the Trustee’s Sale. The “Trustee’s Deed Upon Sale” was recorded on September 28, 2010, transferring ownership to the Eureka Redevelopment Agency. The First Mortgage lien holder was paid in full by the Agency and the property is now under Agency ownership. The tenants vacated the property on January 31, 2011, after the property suffered a suspicious fire in the master bedroom causing approximately \$20,000 in damage. This property is receiving emergency maintenance only until funding is available for rehabilitation and sale to a First Time Homebuyer, or being sold the public “as is”.

CDBG-PROGRAM INCOME OWNER OCCUPIED RELOCATION

- ◆ ***Residential Owner Occupied Rehabilitation Relocation*** - The property owner of 1135 McCullen Avenue in Eureka received a Building Department “Notice to Abate” and was unable to fund required repairs. As an option to a “Receivership” for rehabilitation, the Borrower was qualified as an eligible CalHome and CDBG Program Income loan recipient. Borrower has been approved for a \$35,000 CalHome and \$50,000 CDBG-PI rehabilitation loan to complete substantial rehabilitation of the existing residence. Due to the substantial repairs to this home, the homeowner was authorized for a \$5,000 maximum temporary relocation grant to temporarily reside at Agency owned property until rehabilitation was completed on July 21, 2011. Tenants vacated property in July, 2011.

HOUSING ADVISORY BOARD ACTIVITY

- ◆ ***Housing Advisory Board***—The Board held a meeting on July 12, 2010, to administer the approximately \$1.26 million in various funding sources, suspending the expenditure of the \$512,000 Low and Moderate Income Housing Funds until further notice. Among the accomplishments, the HAB continues to upgrade the City’s housing stock by providing low interest loans to low income residents through the Housing Rehabilitation loan program, Senior Home Repair Program, Rental Housing Program, Wheelchair Ramp Grant Program, the implementation of the Housing Element and Implementation Plan, Lead Based Paint Hazard Reduction Grant program, Temporary Relocation Program, and general loan monitoring of the approximate 145 loan files, and other general business related to loan and grant implementation.

July 11, 2011 Regular Board Meeting:

- *Oath of Office: New Boardmembers Jim Snow & Margaret Stevens*
- *Ralston – CDBG Loan Maturity Extension Request Approved*
- *2010-2011 Objectives & Achievements*
- *2011-1012 Proposed Budget Allocations*
- *2011 Income Limits*
- *Residential Rehabilitation Program Questionnaires: McIntyre, Patton, Wildearth*

August 8, 2011 Regular Board Meeting Canceled Due to a Lack of Items

September 12, 2011 Regular Board Meeting Canceled Due to a Lack of Items

HOUSING ADVISORY BOARDMEMBERS

- ◆ *Boardmembers* - The Housing Advisory Board is to have seven members and a majority vote. A four member unanimous vote is required to take action on all items before the Housing Advisory Board. The Board currently consists of six members, with one vacancy.

ADDITIONAL PUBLIC INVOLVEMENT

- ◆ **Graffiti Clean-Up Day** - On August 11, 2011, the City partnered with the Eureka High School's Mutli-Cultural Club, the Eureka Rescue Mission, Eureka Main Street, Deo's Sandwich Shop, and City Garbage to sponsor its first Graffiti Clean-Up Day. The volunteers helped rid the community of graffiti at the Adorni Ampitheater and many miscellaneous locations in Old Town, and around neighborhoods in Eureka. The response was so well received, it is anticipated that a second day may be established next year.

STAFF TRAINING

Upcoming CRA/Cal-ALHFA Affordable Housing Conference in October 2011 and HOME Construction Management Class in November 2011.

HOUSING PROGRAM MARKETING

- ◆ **Marketing** –Once a year, the Agency mails marketing packets to a list of public offices, schools, agencies, and media. The Agency ran intense radio ads from November-January to advertise for the remaining 5-6 CalHome rehabilitation loans and to create a waiting list of applicants for the next fiscal year's owner occupied rehabilitation loans. The benefits of the Housing Programs are listed in the publication, "Humboldt Kid's Digest" and the "Senior Digest".